



Meeting Minutes: Prescription Drug Affordability Board

Date: 8/12/2025
Minutes prepared by: Julie Olson
Location: Summit Conference Room, Minnesota Department of Commerce, 85 7th Place East,
St Paul, MN, 55101

Note: the August 12 meeting agenda and presented materials are available on the [PDAB webpage](#).

Attendance

Members present:

1. Craig Acomb joined at 9:14am - online
2. Erica Barnes
3. Anthony Lourey (chair)
4. Sayeh Nikpay (vice chair)
5. Stephen Schondelmeyer
6. Matthew Anderson
7. Matt Toburen
8. Representative Micheal Howard

Attorney General's Office and Commerce staff present:

1. James Canaday (AGO)
2. Vernon Rowen (PDAB executive director)
3. Lisa Creger (COMM)

Agenda Items

The Minnesota Prescription Drug Affordability Board (Board) convened Tuesday, August 12, 2025.

Chair Lourey called the meeting to order at 9:08 AM and announced that a quorum was present.

1. Approve meeting agenda

Adjustments to the agenda included adding a discussion about a venue change for the PDAB Board meetings.

2. Approve minutes for the July 8th meeting

The Board approved the July 8th minutes with the correction.

3. Review and receive comments on draft Proprietary and Trade Secret Policy

The Board Reviewed and discussed a draft policy on handling proprietary information and trade secrets, which had been under consideration for months with multiple rounds of public comment. Mr. Canaday reviewed a memo outlining changes made to the draft since the July meeting.

The Board reviewed new public comments. The Board debated using the terms "drug" vs. "matter" and after discussion decided to retain the term "matter." The Board also decided that the onus should be placed on information submitters to notify third parties of information requests and disclose third-party proprietary/trade secret interests to the PDAB when transferring information. The Board also reduced the time frame for entities to challenge information requests from 90 days to 60 days. With these changes the final policy was adopted unanimously by the Board.

4. Institute for Clinical and Economic Review (ICER) presentation on gene Therapy

Sarah Emond of ICER gave an overview of the ICER organization and its work including a review of its patient engagement efforts.

5. Board meeting schedule/venue

The Board reviewed a proposal to shift the monthly meeting time from 9:00–Noon to 10:30 AM–12:30 PM to accommodate changing Board member schedules. It was noted that this may leave less time for board business. Staff agreed to revisit the issue at year-end and restore longer meetings if needed. The Board approved changing the monthly meetings times as referenced above for the meeting dates of September 9, October 14, November 18, and December 9. New calendar invitations will be sent.

The Board also discussed changing the venue for future meetings and asked staff to review the availability of the Wilder Center as a possible site. Staff will report on the availability of this venue at the September meeting.

6. Executive Director's update

Executive Director Rowen reported on several staff and Board activities that have taken place since the last meeting including:

- Welcoming Julie Olson who will provide short-term administrative support for the PDAB.
- Development of a draft position description for PDAB Administrator and a draft PDAB budget.
- Scheduling governance training for the Board on September 22nd, 2025, at the Wilder Center.
- Scheduling regular meetings for the PDAB Data Project.
- Development of a draft Mission/Vision/Values statement that will be released to the Board and the public for comment shortly following this meeting.
- Plan to engage in patient and community listening sessions and to invite PDAAC members to present at upcoming PDAB Board meetings.

7. Public comments

No comments were offered.

Adjournment

The Board moved to adjourn the meeting. All members present voted in favor. The meeting adjourned at 11:58 AM.