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Office of the Secretary

INTERAGENCY COMMITTEE ON ADMINISTRATIVE RULES (ICAR) MINUTES

Meeting Date/Location: February 11, 2019, Pavilion Building, 5th floor conference room, 109 State Street, Montpelier, VT 05609

Members Present: Chair Brad Ferland, Dirk Anderson, Ashley Berliner, Diane Bothfeld, Matt Langham, Steve Knudson and Clare O'Shaughnessy

Members Absent: John Kessler and Jennifer Mojo

Minutes By: Melissa Mazza-Paquette

- 2:04 p.m. meeting called to order, welcome and introductions.
- Review and approval of minutes from the January 14, 2019 meeting.
- No additions/deletions to agenda. Agenda approved as drafted.
- No public comments made.
- Note: The Emergency Rule Providing Unemployment Benefits to Government Employees from the Department of Labor was agreed upon by Deputy Secretary/Chair Brad Ferland on 1/25/19.
- Presentation of Proposed Rules on pages 2 - 4 to follow.
 1. Regulated Drug Rule, Department of Health, page 2
 2. Step Ahead Recognition System (STARS) Standards, Vermont Agency of Human Services, Department for Children & Families, page 3
 3. Annual Financial Reporting Regulation 1-2009-06 (REV), Department of Financial Regulation, page 4
- Next scheduled meeting is March 11, 2019 at 2:00 p.m.
- 2:34 p.m. meeting adjourned.

**Proposed Rule: Regulated Drug Rule, Department of Health
Presented by Brendan Atwood**

Motion made to accept the rule by Diane Bothfeld, seconded by Matt Langham, and passed unanimously except for Ashely Berliner who abstained, with the following recommendations:

1. Proposed Rule Coversheet, page 3, #10: Explain how the rule is not arbitrary.
2. Proposed Rule Coversheet, page 4, #12 and Economic Impact Analysis, page 3, #9: Quantify reasoning – include the possibility that some retail sales may currently exist.
3. Economic Impact Analysis, page 2, #3: Include economic impact estimates of the loss of sales.
4. Economic Impact Analysis, page 2, #7: Include the possibility that some retail sales may currently exist.
5. Public Input Statement, page 2, #5: Include the Vermont Retailers and Grocers Association.

Proposed Rule: Step Ahead Recognition System (STARS) Standards, Vermont Agency of Human Services, Department for Children & Families
Presented by Melissa Riegel-Garrett

Motion made to accept the rule by Dirk Anderson, seconded by Steve Knudson, and passed unanimously except for Ashely Berliner who abstained, with the following recommendations:

1. Economic Impact Analysis, page 2, #3, 6th paragraph: Include the word 'on' between 'made' and 'their'.
2. Public Input, page 1, #3: Include what's been done and what you plan to do moving forward.

Proposed Rule: Annual Financial Reporting Regulation 1-2009-06 (REV), Department of Financial Regulation

Presented by Jennifer Rood

Motion made to accept the rule by Ashley Berliner, seconded by Diane Bothfeld, and passed unanimously except for Steve Knudson who abstained, with the following recommendations:

1. Proposed Rule Coversheet, page 3, #11: Change 'if' to 'of' and capitalize 'Regulation'.
2. Economic Impact Analysis, page 2, #5 and #7: Spell out the acronym 'N/A'.
3. Environmental Impact Analysis, page 2, #9: Elaborate.
4. Public Input, page 1, #3, lines 7 and 8: Change 'nto' to 'not' and 'wil' to 'will'.
5. Scientific Information and Incorporation by Reference: Pages not needed.
6. Text, page 20: Remove formatting bubbles showing mark-up.