



Rare Disease Advisory Council
Health Care Providers Subcommittee
Meeting Minutes

Wednesday, April 16, 2025
Noon EDT
Virtual

Welcome/Introductions

The meeting was called to order at 12:05 p.m. EDT, by Anita Davis, PT, DPT, CNPT, Physical Therapist, Brooks Rehabilitation (Chair).

The following members or designees were in attendance: (Quorum not met)

Anita Davis, PT, DPT, CNPT, Physical Therapist, Brooks Rehabilitation (Chair)
Zana Dupee, JD/MBA, Regulatory Compliance and Biotech Operations Expert
India Holroyd, MA, Cabinet Affairs Director, Florida Department of Agriculture and Consumer Services

Colleen Bartlett, DNP, the new Health Care Providers Subcommittee (Subcommittee) member, was unable to attend today's meeting. Zana Dupee commented on quorum issues. Jon Conley provided an explanation on how quorum works, including with the new member joining. The new member would add to the number of members who would need to be present to make any decisions.

Guests and Staff

Yolanda Bonds, Rare Disease Advisory Council Staff Liaison, Florida Department of Health
Jon Conley, Strategic Initiatives Manager, Florida Department of Health
Kristen Craze, Contractor, Florida Department of Health

Business

1. Discussion Topic

Identify Gaps, Goals, and Actions:

Staff indicated that in absence of quorum, there could not be an active dialogue. Jon Conley suggested that the Subcommittee forward last year's recommendations due to time and quorum issues. The Subcommittee was also asked to provide feedback on the relevance of the current recommendations and to provide a brief summary without changing the meaning of how the recommendations could be redefined and actionable. Staff will compile the information and present it to Dr. Anita Davis to prepare her for the full Rare Disease Advisory Council meeting.

Zana Dupee sent a message in the chat asking for language that mentions how to conduct meetings with no quorum. Jon Conley referenced the Sunshine Law (Chapter 120). India Holroyd suggested the discussion continue in the next meeting in absence of a quorum. Dr. Anita Davis identified gaps for the Subcommittee to consider for future recommendations.

Identified gaps included:

- Physicians lacking awareness of rare diseases
- Educational resources (academic)
- Lack of referral options (clinical)
- Lack of recognition when diagnosed

2. Public Comment

The public was not in attendance.

3. Adjournment

Meeting adjourned at 12:30 pm.