



WEST VIRGINIA BOARD OF PHYSICAL THERAPY

2 Players Club Drive, Suite 102
Charleston, West Virginia 25311
Telephone: (304) 558-0367 Fax: (304) 558-0369

MINUTES

December 19, 2018

WVBOPT Conference Room 10:00 AM

Members Present: John Brautigam, PT; Robert Haas, PT; Stephen Young, PT; Ashley Mason, PT; Jessica Santrock, PTA; Jack Spatafore, PT; D.C Offutt, Lay Member
Members Absent: None
Non-Members Present: David Gilbert, Assistant Attorney General, Mark Weiler, Assistant Attorney General and Jeff Stevens, APTA
Minutes Taken By: Nonnie Ramsey, Executive Director

I. **John Brautigam called meeting to order at 10:00 AM.**

II. **Public Comment- Jeff Stevens**

Jessica motioned to go into executive session at 10:25 AM. **Stephen** seconded with all in favor.

Robert motioned to close executive session at 10:43 AM. **Stephen** seconded with all in favor.

Jessica motioned to go back into executive session at 10:47 AM. **Ashley** seconded with all in favor.

Stephen motioned to close executive session at 11:56 AM. **Robert** seconded with all in favor.

III. **Disciplinary Cases/Mark Weiler**

a) **Case 2016-03**

- **Jack** motioned to find probable cause for additional allegations and to set hearing date in sufficient time for next board meeting. **Stephen** seconded with all in favor.

b) **Case 2017-02**

- Mr. Weiler updated the board regarding the hearing status for this case. No motion made.

c) **Cases 2017-03**

- Mr. Weiler updated the board regarding the hearing status for this case. No motion made.
- Mr. Weiler will send a certified letter to J.P stating that the board has determined that he will need to contact the board office directly to send in a paper renewal for 2019 rather than renew online due to his pending disciplinary matter.

d) **Case 2017-04**

- Mr. Weiler updated the board regarding the status of this case. K.W has made no contact with the board office. Mr. Weiler will try to contact K.W again, if no contact then case will be set for hearing. No motion made.

e) **Case 2018-07**

- Mr. Weiler updated the board regarding the status of removing the word "reprimand" from the consent agreement and order. No motion made.

f) **Case 2018-13**

- Mr. Weiler updated the board regarding the status of this case. No motion made.

g) **Case 2018-15**

- Mr. Weiler updated the board regarding the hearing status for this case. No motion made.

h) **Case 2018-16**

- The board discussed offering a consent agreement to C.D to include three-years probation and that C.D must comply with the provisions of his deferred adjudication. Once the consent is signed C.D can then renew his license and the summary suspension shall end.

i) **Case 2018-17**

- **Ashley** motioned to continue with inactive status until after M.C's court hearing. **Jessica** seconded with all in favor.

j) **Case 2018-18**

- **Jessica** motioned to find probable cause in violation of §16-1-7.2 and §16-1-7.6(d) and to proceed with offering a consent agreement ordering S.S to have a fitness for duty evaluation performed at her own expense within sixty days along with continuing education in ethics. **Robert** seconded with all in favor. **Ashley** abstained and left the room.

k) **Case 2018-19**

- **Robert** motioned to find no probable cause. **Stephen** seconded with all in favor.

IV. Questionable Renewals

- **John** motioned to approve questionable renewal application. **Ashley** seconded with all in favor.

V. CE Courses for Board Approval

- Board reviewed CE courses for approval.

VI. Questions for Board Consideration

- The Board discussed and answered the questions submitted.

VII. Approval of Minutes

- **Robert** motioned to accept the September 19, 2018 minutes. **Ashley** seconded with all in favor.
- **Stephen** motioned to accept the October 29, 2018 teleconference minutes. **D.C** seconded with all in favor. **Ashley** abstained due to not being on the conference call.

VIII. Old Business

- D.C motioned to approve P-Card purchases for September-November 2018. **Jessica** seconded with all in favor
- Board reviewed Per-Diem amounts for the 1st Quarter of FY-2019
- Board reviewed financial reports for September-November 2018
- The Board review the FSBPT Model Practice Act

IX. New Business

- **2019 CE audit process for 2017-2018 licensing period.**
 - D.C motioned that the board adopt new policy procedure for the upcoming continuing education audit that if an audit shows non-compliance to send a letter advising of non-compliance along with an agreement letter with the option to return the agreement within 21 days, allow 60 days to complete the required continuing education courses and six months to pay the processing fee of \$360.00. **Robert** seconded with all in favor.
- **Renewal Notice Procedure**
 - To decrease board expenditures the board discussed the implementation of new office procedure where instead of renewal forms being mailed to licensees that post cards will be sent to save on postage.
- **PT Compact implementation**
 - The board is still waiting on authorization from the FBI to conduct criminal background checks.
 - **John** motioned to set compact privilege fee at \$50.00. **Ashley** seconded with all in favor.
- **CEU Locker**
 - The board will have all 2019 provider courses submitted and approved through the online continuing education database.
- **Minimum Data Set Collection**
 - The Board reviewed the FSBPT minimum dataset collection resources and discussed collecting this information during the 2019 renewal season.

X. Upcoming Meeting/Conferences

- FARB Forum (Federation of Associations of Regulatory Boards)-January 24-27, 2019 New Orleans, LA

XI. Next Board Meeting Date: Wednesday March 27, 2019 at 10:00 a.m.

XII. Meeting was adjourned at 2:47 p.m.

Approved by:


John Brautigam, Board Chair