



WEST VIRGINIA BOARD OF PHYSICAL THERAPY

101 Dee Drive

Charleston, West Virginia 25311

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MINUTES

Tuesday, December 9, 2014

RN Conference Room 10:00 am

Members Present: Melanie Taylor, Jack Spatafore, D.C. Offutt, Shannon Snodgrass
Members Not Present: Lesleigh Barber
Non Members present: Kate Campbell, Assistant Attorney General; Eric Tarr, President, WVPTA
Non Members present by phone: Susan K. Lindeblad, PT, PhD, FCCPT; Mary Ann Holbein-Jenny PT, PhD, DPT
Minutes taken by: Trish Holstein

I. Melanie called the meeting to order at 10:06 am.

II. Public Comment

- a) Eric Tarr discussed his conversations with the Athletic Trainers Association regarding introducing a scope of practice into legislation. Jack advised that he has spoken with Vince Stilger, President Athletic Trainers Association, and was advised that they do want to work with our Board and does not want to be put their law under another board.

Melanie motioned to go into executive session at 10:42 am to discuss FCCPT credentialing regarding a foreign applicant, questionable applicants, and disciplinary. **Shannon** seconded the motion with all in favor.

Melanie motioned to go out of executive session at 12:20 pm. **Jack** seconded the motion with all in favor.

- b) The board called and spoke with Sue K. Lindeblad regarding how FCCPT evaluates their education reports with our 75% rule requirement.

III. Consideration of PT Investigator

- a) The board selected Crystal Mayfield and Stephen Goddard for the investigator positions. Trish and Melanie will create an offer letter and circulate to the board for review.

IV. Consideration of Questionable Applications/Renewals

- a) **Melanie** motioned to send a letter to the licensee stating our law and requesting a copy of their Consent Agreement from the other jurisdiction and their explanation within 15 days. Also advise the licensee that if we do not receive the requested documents, the board can proceed in disciplinary including and up to suspension or revocation. **D.C.** seconded the motion with all in favor.
b) The board approved the questionable renewal application.

V. Disciplinary Committee Report (Jack Spatafore and D.C. Offutt)

- a) Case No. 2010-03 (Original complaint received 7/1/2010, 18 months = 01/01/12)
 - Melanie will send a letter to the Attorney General Office requesting an attorney representative to pursue collection in Texas.
- b) Case No. 2011-01 (Original complaint received 03/08/11, 18 months = 09/08/12)
 - Hearing 1/13/15

- c) Case No. 2013-04 (Original complaint received 11/25/13, 18 months = 05/25/15)
 - Hearing 12/3/14
- d) Case No. 2014-01 (Original complaint received 05/08/14, 18 months = 11/08/15)
 - Consent Agreement 10/24/14
- e) Case No. 2014-03 (Original complaint received 08/25/14, 18 months = 02/25/16)
 - Disciplinary Consideration
 - **Shannon** motioned to do a Statement of Charges and Consent Agreement and Order. **Melanie** seconded the motion with all in favor.
- f) Case No. 2014-04 (Original complaint received 08/27/14, 18 months = 02/27/16)
 - **Melanie** motioned to ask the Complaint for additional information if any files were not completed that was charged for services. **Shannon** seconded the motion with all in favor.
- g) Case No. 2014-05 (Original complaint received 09/18/14, 18 months = 3/18/16)
 - **Melanie** motioned to do a Statement of Charges and Consent Agreement and Order combined with the pending case#2011-01. **Shannon** seconded the motion with all in favor.
- h) Case No. 2014-06 (Original complaint received 09/30/14, 18 months = 3/30/16)
 - **Melanie** motioned to ask the Complaint for additional information if any files were not completed that was charged for services. **Shannon** seconded the motion with all in favor.

VI. Approval of Minutes

- a) August 26, 2014 minutes will be tabled for next board meeting since there were not enough board members that was present at the August 26th meeting to approve the minutes.
- b) **Melanie** motioned to accept the November 4, 2014 minutes. **Shannon** seconded the motion with all in favor. **D.C** abstained from the vote since he was not present at the November 4th meeting.

VII. Questions for Board Consideration

- a) The board discussed and answered the questions submitted.

VIII. Old News

- a) Trish discussed the 2014 fiscal year ending funds.
- b) Rule Changes were approved to Legislative Rule Making on October 20.
- c) Annual Report was submitted on the Legislature website on November 12.

IX. Reports

- a) Board Chair
 - Kate advised that she would not advise not sending out a cautionary letters.
- b) Executive Secretary Report
 - Trish advised subjects that were discussed at the Auditor board training on December 2.
 - The board reviewed the Purchasing audit results from September 2014.

X. New Business

- a) Consideration of Church Mission
 - The board called and discussed with Mary Ann Holbein-Jeny regarding her letter requesting consideration of a church mission.
 - After the phone conversation, Melanie advised that she would contact Mary Ann and ask for a more detail plan.
- b) Consideration of No Probable Retention Orders
 - **Shannon** motioned that we change the retention policy to keep the final letter of no probable causes of any further cases. **Jack** seconded the motion with all in favor.
- c) The board reviewed the OASIS Position Control Implementation Plan.
- d) The board reviewed the OASIS Employee Information Business Process.

- e) Trish advised that all board members must have a MyApps Login prior to the April 1, 2015 OASIS payroll go live.
- f) The board reviewed Board Per Diem and Reimbursement Totals –August - November 2014
- g) The board reviewed Balance Sheets – August - November 2014
- h) The board reviewed P-Card Purchases - August – November 2014

XI. Next Board Meeting Date March 3, 2014.

XII. Meeting Adjourned at 2:14 pm.

Approved by:



Melanie Taylor, PT, Board Chair