



**WEST VIRGINIA BOARD OF PHYSICAL THERAPY**  
101 Dee Drive  
Charleston, West Virginia 25311  
Telephone: (304) 558-0367 Fax: (304) 558-0369

**MINUTES**  
**November 4, 2015**  
**BOM Conference Room 10:00 AM**

Members Present: Jack Spatafore, PT; Shannon Snodgrass, PT;  
Lesleigh Barber-Thompson, PT; DC Offutt, Lay Member

Members Not Present: Melanie Taylor, PT

Non-Members Present: Kate Campbell, Assistant Attorney General  
Eric Tarr, PT (Partial Meeting)

Minutes Taken By: Lesleigh Barber-Thompson, PT; Nonnie Ramsey

**I. Meeting was called to order at 10:08 AM.**

**II. Public Comment**

- Eric Tarr discussed WVPTA view on PT Compact.

**Shannon motioned to go into executive session at 10:20 AM. Lesleigh seconded with all in favor. Shannon motioned to close executive session at 11:15 AM. Lesleigh seconded with all in favor.**

**III. Questionable Applicants**

- **Shannon** motioned to approve questionable applicant. **Lesleigh** seconded with all in favor.

**IV. Questionable Renewals**

- No questionable renewals at this time.

**V. Temporary Employee**

- **Shannon** motioned to authorize Nonnie to seek permanent employee for 36 to 40 hours a week, \$12.00 to \$13.00 an hour, with no benefits. **DC** seconded with all in favor.

**VI. Disciplinary Cases**

a) Case No. 2015-01

- Ongoing

b) Case No. 2015-02

- **Lesleigh** motioned to find probable cause. **Shannon** seconded the motion with all in favor. Nonnie will send Kate all case files and research other medical board's policies to develop a plan of action. Kate will draft letter with statement of charges.

- c) Other Cases
  - No other cases at this time.
- d) Letter Issued to Deny Licensure
  - **Lesleigh** motioned to grant hearing. **DC** seconded with all in favor.

**VII. Jurisprudence Exam**

- a) **Shannon** motioned to pursue Federation on estimate of cost for Board to proceed with jurisprudence exam for disciplinary cases and CE credits. **Lesleigh** seconded with all in favor.

**VIII. Renewal of Office Lease**

- **Lesleigh** motioned to approve renewal of office lease. **Shannon** seconded with all in favor. Minutes will be forwarded to Tom Barton.

**IX. CE Audit in 2016**

- Lauren discussed procedures for the upcoming CE audit in 2016. A random audit of 5% of all active PT/PTA licensees will begin in February and will be reported back to the Board once concluded.

**X. CE Courses for Board Approval**

a) **Piloxing**

- **Jack** motioned to deny CE approval. **Shannon** seconded with all in favor.

b) **PTCourses.com**

- **Shannon** motioned to approve 3 home study CE courses. **Lesleigh** seconded with all in favor.

**XI. Questions for Board Consideration**

- The Board discussed and answered the questions submitted.

**XII. Approval of Minutes**

- a) **DC** motioned to accept the August 18, 2015 minutes. **Lesleigh** seconded with all in favor.
- b) Minutes were not available for the teleconference on September 29, 2015. Will review for approval at next meeting.

**X. Old/New Business**

- a) Information obtained at the Federation meeting October 15-17, 2015 was shared and discussed.
- b) **Shannon** approved sending Cynthia Fox to CLEAR training in March. **Jack** seconded the motion with all in favor. Shannon also motioned to send one or two new investigators to CLEAR training. Melanie will be contacted about where we are on hiring new investigators and it will be discussed at next meeting.
- c) **Shannon** motioned to approve P-Card report for July, August and September of 2015. **Lesleigh** seconded the motion with all in favor.
- d) Drug policy will be discussed next meeting.
- e) Open Fees Section in 2015
  - Will discuss offering online verification of licensure at no charge next meeting.
  - Fee for jurisprudence exam and CE policy will be discussed at the next Board meeting.

**XI. Next Board Meeting Date: February 24, 2016 at 10:00am**

XII. Meeting was adjourned at 1:12 PM.

Approved by:

  
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Melanie Taylor, PT, Board Chair