



WEST VIRGINIA BOARD OF PHYSICAL THERAPY

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AMENDED MINUTES

Wednesday, February 12, 2014

Board of Medicine Conference Room 10:00 am

Members Present: Melanie Taylor, Shannon Snodgrass, Gina Brown, Jack Spatafore, D.C. Offutt,
Members Not Present: Lesleigh Barber
Non Members present: Kate Campbell, Assistant Attorney General; Eric Tarr, WVPTA; Crystal Mayfield, PT; Stephen
Goddard, PT; Jonathan Strickland, PT
Non Members Present by Phone: Cynthia Fox
Minutes taken by: Trish Holstein

I. Melanie called the meeting to order at 10:16 am.

II. Interview and Consideration of PT Investigator

- a) **Melanie** motioned to go into executive session at 10:17am to interview investigator candidates and discuss disciplinary cases. **Shannon** seconded the motion with all in favor.
- b) **Melanie** motioned to go out of executive session at 12:28pm. **Jack** seconded the motion with all in favor.

III. Public Comment

- a) There was no one present for public comment.

IV. Interview and Consideration of PT investigator and disciplinary.

- a) Board interviewed investigator candidates.
 - Crystal Mayfield
 - Stephen Goddard
 - Jonathan Strickland

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)
 - **Shannon** motioned to pursue with the Attorney General office to obtain judgment with circuit court in the amount of \$27, 148.30 from Ferdinand Sorongon. **Melanie** seconded the motion with all in favor.
 - **Shannon** motioned that send a letter from the board to the Attorney General Patrick Morrissey, seeking guidance in hiring or securing legal representation for the board to obtain judgment in the state of Texas from Ferdinand Sorongon. **Melanie** seconded the motion with all in favor.
 - **Shannon** motioned to seek with the Attorney General office the hiring of Arlie Hubbard to investigate Kanawha and Putnam counties as it relates to Ferdinand Sorongon. **Melanie** seconded the motion with all in favor.
- b) Case No. 2011-01 (Original complaint received 03/08/11, 18 months = 09/08/12)
 - **Melanie** motioned to reinstate Statement of Charges and proceed with hearing and to authorize Cynthia Fox, investigator, to investigate the clinic for other possible violation as outlaid in her report. **Shannon** seconded the motion with all in favor.
- c) Case No. 2013-04 (Original complaint received 11/25/13, 18 months = 05/25/15)
 - **Melanie** motioned that probable cause was found and to complete a Statement of Charges and Consent Agreement. **Gina** seconded the motion with all in favor.
 - **Melanie** motioned to subpoena for records of patients on the dates in question. **Gina** seconded the motion with all in favor.

- **Melanie** motioned to issue letter to Respondent requesting current home address and employment information. **Gina** seconded the motion with all in favor.

VI. Approval of Minutes

- D.C.** motioned to accept September 25, 2013 minutes. **Melanie** seconded the motion with all in favor. **Jack** and **Gina** abstained from motion because they were not present for the September 25, 2013 meeting.
- Jack** motioned to approve December 20, 2013. **Melanie** seconded the motion with all in favor. **Gina** abstained from motion because she was not present for the December 20, 2013 meeting.

VII. Questions for Board Consideration

- The board discussed and answered the questions submitted.

VIII. Old News

- Clear Training was held on November 22, 2013 with 8 other licensing boards. There were a total of 27 attendees.
- BRIM defensive driving course removed board members that do not get travel reimbursed.

IX. Reports

- Board Chair
 - **Melanie** discussed that the NPTE restrictions test allowance will be no sooner than January 2016.
 - **Melanie** will do a letter to Attorney General Patrick Morrissey requesting an appointment.
- Executive Secretary Report
 - **Trish** discussed introduced bills for 2014 legislation.
 - **Trish** discussed current updates that were made on our website to accommodate the public.
 - Delinquent totals 2013 – 9% of renewals
 - 48 PT
 - 44 PTA
 - **Trish** discussed that the Treasurer's Office licensure software is still on hold due to OASIS support from the Treasurers' office.

IX. New Business

- The board discussed dry needling letter from National Center for Acupuncture Safety & Integrity; FSBPT response, and the APTA response.
- The board discussed military and military spouse 2014 legislation.
- Consideration of renewal fee decrease
 - **Shannon** motioned to begin the process to reduce PT and PTA license renewal fees by \$20. **Melanie** seconded the motion with all in favor.
 - **Melanie** motioned to allow **Trish** signature authority for rule making filing. **Gina** seconded the motion with all in favor.
- Consideration of CE fee for licensees
 - **Melanie** motioned to begin the process to reduce the CE approval cost for licensees to \$15.00 for an individual licensee approval. **Shannon** seconded the motion with all in favor.
- Consideration of per diem rate
 - D.C.** motioned for board members to be reimbursed \$150 while doing board business in person and \$75 for teleconference calls regardless the length of either meeting. **Jack** seconded the motion with all in favor.
- The board reviewed 2013 renewal emergency/temporary absence forms.
- Consideration of paid lunches
 - **Jack** motioned for the employees to be allowed a standard 8 hour work day with paid lunch and for the office hours to remain the same from 7:30- 4:00 with staff staggering lunch schedule to accommodate the phone. **D.C.** seconded the motion; **Melanie** was in favor; **Shannon** opposed and **Gina** abstained.
- Consideration of time clock policy
 - **D.C.** motioned to accept the time clock policy as amended. **Melanie** seconded the motion with all in favor.
- Consideration of additional employee
 - **D.C.** motioned to authorize the hiring of an additional permanent Office Assistant effective April 1, 2014 up to 30 hours per week. This fiscal year is to be funded out of existing budget and next fiscal year to be included in the 2015 budget for \$9.00 hour and provide benefits listed on proposal submitted by **Trish**. **Jack** seconded the motion with all in favor.

- j) The board does not want to participate in the purchasing of a sign to be placed in the front of the park entrance.
- k) Consideration of 2015 Budget
 - D.C. motioned to approve the \$504 across the board raise if recommended by the Governor and then will consider additional raises at our next board meeting. **Melanie** seconded the motion with all in favor.
 - The board requested Trish to get 3 quotes for designing of a new website and to have the chosen vendor do a presentation at our next board meeting.
- l) The board agreed to accept emails, fax, and ApTitude for proof of CE's during the CE Audit.
- m) The board discussed endorsement applicants testing in another jurisdiction.
- n) The board agreed to allow FSBPT to release NPTE pass or fail test results; however, our office will not release this information verbally.
- o) The board reviewed per diem and reimbursement totals – September 2013-January 2014.
- p) The board reviewed balance sheets – September 2013-January 2014
- q) The board reviewed P-Card purchases - September 2013-January 2014

X. **Next board meeting is May 6, 2014.**

XI. **Meeting was adjourned at 3:55 pm.**

Approved by:


Melanie Taylor, PT, Board Chair