



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

MINUTES
August 18, 2015
BOM Conference Room 10:00 AM

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

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

Minutes Taken By: Melanie Taylor, PT

I. Meeting was called to order at 10:13 AM.

II. Public Comment

- a) No public present at this time.

III. Temporary Employee

- a) Lauren became fulltime in April of 2014, so we had three full time employees at the end of 2014 to beginning of 2015. **Melanie** motioned for temporary, part time employee at 24 hours per week. **Lesleigh** seconded the motion with all in favor. Melanie will check with the state to see if the Board has to provide benefits to part time employees.

IV. Melanie motioned to go into Executive Session at 10:22 AM. Shannon seconded with all in favor. Melanie motioned to close Executive Session at 11:37 AM. Shannon seconded with all in favor.

V. Disciplinary Cases

a) Case No. 2014-03

- Board discussed that he will be informed via email that he may take two classes for a total of 8 hours, but they must both be on site, Board approved courses to fulfill the consent agreement signed with the Board.

b) Case No. 2014-04

- **Melanie** motioned to find no probably cause. **Jack** seconded the motion with all in favor.

c) Case No. 2014-06

- **Melanie** motioned to find no probably cause. **Lesleigh** seconded the motion with all in favor.

d) Case No. 2014-07

- **Melanie** motioned to find no probably cause. **Lesleigh** seconded the motion with all in favor.

- e) Case No. 2015-01
 - **Melanie** motioned that the Board request investigator Cynthia Fox to investigate, questioning both the PTA and the supervising PT. **Shannon** seconded the motion, **Lesleigh** abstained, with all in favor.
- f) Case No. 2015-02
 - **Shannon** motioned to subpoena the drug screen results and any incident or investigation reports from the hospital, to contact the police department for any reports, and to find out if she is currently working as a PTA. **Lesleigh** seconded the motion, **Melanie** abstained, with all in favor.
- g) Adverse Actions Report
 - **Melanie** motioned that a letter be drafted by the Board advising Mr. Moon that the Board is not taking disciplinary action against him, and reminding him of the new law that requires licensees to inform the Board within 30 days of any disciplinary action in any jurisdiction. **Lesleigh** seconded the motion with all in favor.
- h) Questionable Reactivation Applicant
 - **Melanie** motioned that Kate draft a letter from the Board to Mr. Van Dyke stating that his application for reactivation has been denied at this time. **Shannon** seconded with all in favor.
- i) Questionable Endorsement Applicant
 - **Melanie** motioned that Kate draft a letter from the Board to Ms. Dawson stating that her licensure application has been denied at this time. **Lesleigh** seconded with all in favor.

VI. Questions for Board Consideration

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

VII. Approval of Minutes

- a) **Shannon** motioned to accept the January 26, 2015 minutes, as amended. **Jack** seconded the motion with all in favor. **Melanie** abstained, as she was not present for this call.
- b) **Melanie** motioned to accept the April 8, 2015 minutes. **Lesleigh** seconded the motion with all in favor.
- c) **Melanie** motioned to accept the June 8, 2015 minutes. **Shannon** seconded the motion with all in favor.
- d) **Melanie** motioned to accept the June 11, 2015 minutes, as amended. **Lesleigh** seconded the motion with all in favor. **Shannon** abstained, as she was not present for this call.
- e) **Lesleigh** motioned to accept the July 14, 2015 minutes, as amended. **Melanie** seconded the motion with all in favor.
- f) **Melanie** motioned to accept the July 29, 2015 minutes, as amended. **Jack** seconded the motion with all in favor.

X. Old/New Business

- a) Federation meeting will be October 15-17, 2015. Melanie will be funded voting delegate and Nonnie will go as the funded Executive Secretary.
- b) Lauren and Nonnie will contact Matthew regarding our current computer system, and will seek advice of outside IT personnel to determine if the system will complete actions needed, or if the Board will need to seek bids from other software agencies and will follow up with the Board at the next meeting.
- c) The Board approved accepting a foreign applicant's expired TOEFL scores from the FCCPT/ICA or another jurisdiction.
- d) The Board denied a foreign applicant's request to provide a letter to verify that classes in another country (Egypt) were taught in English, in lieu of taking the TOEFL. The current Practice Act requires an applicant to take the TOEFL if English is not their native language.

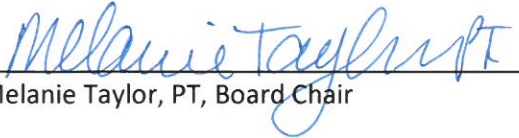
XI. PCard Approval

- All PCard charges were reviewed and approved by the Board for April, May and June of 2015.

XII. Next Board Meeting Date: November 4, 2015 at 10:00am

XIII. Meeting was adjourned at 2:45 PM.

Approved by:



Melanie Taylor, PT, Board Chair