



WEST VIRGINIA BOARD OF PHYSICAL THERAPY

101 Dee Drive

Charleston, West Virginia 25311

Telephone: (304) 558-0367 Fax: (304) 558-0369

MINUTES

Tuesday August 26, 2014

BOM Conference Room 10:00 am

Members Present: Melanie Taylor, Jack Spatafore, Lesleigh Barber
Members Not Present: D.C. Offutt, Shannon Snodgrass
Non Members present: Kate Campbell, Assistant Attorney General
Minutes taken by: Trish Holstein

- I. **Melanie motioned to call meeting to order at 10:06.**
- II. **Interview and Consideration of PT Investigator**
 - Leslie Naseef Johnson
 - Louise Ann Loynachan Amrine
 - Matt Bechtel
- III. **Public Comment**
- IV. **Employee Action**
 - a) **Melanie** motioned to go into executive session to discuss employee action, employee evaluation, and disciplinary at 11:15 am. **Lesleigh** seconded the motion with all in favor.
 - b) **Lesleigh** motioned to go out of executive session at 12:17 pm. **Melanie** seconded the motion with all in favor.
- V. **Consideration for July merit**
 - a) **Melanie** motioned to give both Summar and Trish a 5% percent salary increase. **Lesleigh** seconded the motion with all in favor.
- VI. **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)
 - Abstracts will be filed for Putnam and Kanawha County after 30 day written notice to the TX address.
 - b) Case No. 2011-01 (Original complaint received 03/08/11, 18 months = 09/08/12)
 - Hearing date August 19, 2014 was continued and will need to be rescheduled.
 - **Lesleigh** motioned to go forward with rescheduling the hearing. **Melanie** seconded the motion with all in favor.
 - c) Case No. 2013-04 (Original complaint received 11/25/13, 18 months = 05/25/15)
 - **Lesleigh** motioned to schedule a hearing. **Melanie** seconded the motion with all in favor.
 - d) Case No. 2014-01 (Original complaint received 05/08/14, 18 months = 11/08/15)
 - **Lesleigh** motioned to submit a Statement of Charges and Consent Agreement. **Melanie** seconded the motion with all in favor.
- VII. **Approval of Minutes**
 - a) **Lesleigh** motioned to accept May 6, 2014 minutes. **Melanie** seconded the motion with all in favor.
- VIII. **Questions for Board Consideration**
 - a) The board discussed and answered the questions submitted.

IX. Old News

- a) BRIM defensive driving course was completed by all required.

X. Reports

a) Board Chair

- Attorney General letter was discussed and agreed to go ahead and send.
- Gina Brown resigned as board member on July 31, 2014.
- FSBPT updates for the upcoming training
 - Testing allowances
 - Foreign educated endorsement applications
 - Jurisprudence test for disciplinary
 - DPT Titles

b) Executive Secretary Report

- OASIS financial went live on 7/8/14.
- OASIS payroll will go live on 1/16/15.
- Athletic trainer renewal results were 32 renewed and 37 delinquent.
- No communication has happened with the Treasurer's office regarding our licensure software update.
- P-Card program evaluation results for 2012-2013 were discussed.

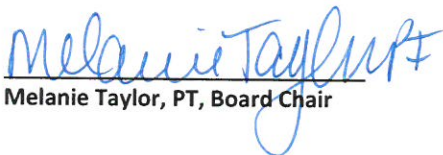
XI. New Business

- a) The board found no violations of our governing Statute and Rules for the advertisement by chiropractic.
- b) The board found no violations of our governing Statute and Rules for the advertisement by a veterinarian.
- c) Consideration of no probable retention Orders to table for next board meeting.
- d) The board agreed to change WV's deadline for NPTE applicants to 1 week prior to the jurisdiction deadline required for FSBPT.
- e) The board agreed to not accept licensure verification request from applicants prior to being licensed.
- f) **Lesleigh** motioned to approve the purchase of computer and monitor for \$817 for Lauren, office assistant. **Jack** seconded the motion with all in favor.
- g) **Lesleigh** motioned to approve a desk chair purchase for \$360. **Melanie** seconded the motion with all in favor.
- h) Trish and Summar will be attending the P-Card coordinator training August 27, 2014 in Charleston.
- i) Board reviewed per diem and reimbursement totals for May-July 2014.
- j) Board reviewed balance sheets for May-July 2014.
- k) Board reviewed P-Card purchases for May-July 2014.

XII. Next Board Meeting Date is December 9th, 2014.

XIII. Meeting Adjourned at 2:01 pm.

Approved by:


Melanie Taylor, PT, Board Chair