



WEST VIRGINIA BOARD OF PHYSICAL THERAPY

101 Dee Drive

Charleston, West Virginia 25311

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

MINUTES

June 22, 2017

BOM Conference Room 10:00 AM

Members Present: Jack Spatafore, PT; John Brautigam, PT; Robert Haas, PT; Stephen Young, PT; Ashley Mason, PT; Jessica Santrock, PTA; D.C Offutt, Lay Member
Members Absent: None
Non-Members Present: Kate Campbell, Assistant Attorney General
Minutes Taken By: Nonnie Ramsey, Executive Secretary

- I. **John Brautigam called meeting to order at 10:04 AM.**
- II. **Public Comment-** None

Robert motioned to go into executive session at 10:13 AM. **Stephen** seconded with all in favor.

Stephen motioned to close executive session at 11:26 PM. **Ashley** seconded with all in favor.
- III. **Disciplinary Cases/Kate Campbell**
 - a) **Case No. 2011-01 & Case 2014-05**
 - **Bob** motioned to adopt the recommended decision and make changes as suggested by counsel to the findings of facts and conclusions of law. The Board will issue a final order which states M.O will be issued a written reprimand, to be kept in her permanent record; and M.O's license will be permanently revoked. M.O is to pay the administrative costs of these two proceedings in the amount of \$7,760.23. **Ashley** seconded with all in favor.
 - b) **Case No. 2016-01**
 - No motion made. Case is ongoing. Nonnie to contact licensee to give reminder of upcoming deadline for consent agreement.
 - c) **Case 2016-03**
 - **Stephen** motioned to find probable cause offering a consent agreement. **Robert** seconded with all in favor.
 - d) **Case 2016-04**
 - **Jessica** motioned to find probable cause offering a consent agreement. **Stephen** seconded with all in favor.
 - e) **Questionable Applicant-** **Robert** motioned to approve questionable applicant F.B. **Ashley** seconded with all in favor.

f) **Adverse Action**

- **Robert** motioned to send letter to licensee requesting explanation as to why he did not report this action to the board within the required 30 days and to audit his CE hours for the 2015-2016 period. **Jessica** seconded with all in favor.

g) **Failure to Respond to CE Audit**

- **Jessica** motioned to issue a board initiated complaint. **Robert** seconded with all in favor.

- h) **Ashley** motioned to delegate authority in conjunction with the disciplinary committee to allow the Executive Secretary to proceed with investigations as seen appropriate, including issuing subpoenas for records. **Jessica** seconded with all in favor.

IV. **Questions for Board Consideration**

- The Board discussed and answered the questions submitted.

V. **Approval of Minutes**

- **D.C** motioned to accept the March 16, 2017 minutes. **Robert** seconded with all in favor.
- **D.C** motioned to accept the June 1, 2017 (teleconference) minutes. **Jack** seconded with all in favor.

VI. **Old Business**

- **D.C** motioned to approve P-Card purchases for February 2017-May 2017. **Ashley** seconded with all in favor.
- Board Reviewed Per-Diem amounts for the 3rd Quarter of FY-2017
- Board reviewed March-May 2017 financials.

VII. **New Business**

- **Online Verification Decrease Effective September 1, 2017**
 - Online Verifications-No Charge.
 - Office Generated Verifications- \$25.00.
- **Application Requirements**
 - **Jack** motioned to accept TOEFL scores older than two years for Foreign Educated Endorsement applicants. **D.C** seconded with all in favor.
 - **Robert** motioned to eliminate bona fide candidate letter requirement for early exam applicants. **Ashley** seconded with all in favor.
 - **Stephen** motioned to eliminate graduation letter requirement for all applicants. **Jessica** seconded with all in favor.

X. **Upcoming Meetings/Conferences**

- 2017 WV Agency Purchasing Conference-August 22-25, 2017
- 2017 Leadership Issues Forum- Alexandria, VA-July 29-30, 2017. (Voting Delegate and Funded Administrator will be expected to attend)
- 2017 Annual Meeting & Delegate Assembly-Santa Ana Pueblo, NM-November 2-4, 2017

XI. **Next Board Meeting Date:** Thursday September 28, 2017 at 10:00 am.

XII. **Meeting adjourned at 1:32 PM**

Approved by:


John Brautigam, Board Chair