



Board of Physical Therapy Public Meeting Minutes

August 12, 2013

Creekside Two at CenterPoint, 20423 72nd Ave S, Suite 310, Room 306, Kent, WA

On August 12, 2013 the Board of Physical Therapy met at the Department of Health, Creekside Two at CenterPoint, 20423 72nd Ave. S, Suite 310, Kent, WA. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

MEMBERS PRESENT

PAULA MAYS, PT, CHAIR
ROBERT SCHMIDT, PT, DPT, VICE CHAIR
MARSHA MELNICK, PT, PHD
STACEY KLOEPFER, PUBLIC MEMBER
RENEE COMPTON, PTA

STAFF PRESENT

KRIS WAIDELY, PROGRAM MANAGER
ERLAINE DIAZ, PROGRAM REPRESENTATIVE
LILIA LOPEZ, ASSISTANT ATTORNEY GENERAL
LISA HODGSON, EXECUTIVE DIRECTOR
PEGGY OWEN, DISCIPLINE CASE MANAGER
DAN HAVIRCO, STAFF ATTORNEY
BILL KELLINGTON, SUPERVISING STAFF ATTORNEY
DIANNA STALEY, COMPLIANCE MANAGER

GUESTS PRESENT

JACKIE BARRY, PTWA SECRETARY

OPEN SESSION

1. **CALL TO ORDER** – The meeting was called to order by Paula Mays, Chair, at 10:00 a.m.
 - 1.1 Introductions – The board, staff, and guests introduced themselves.
 - 1.2 Approval of Agenda – The agenda was approved as presented.
 - 1.3 Approval of Meeting Minutes from June 17, 2013 - The minutes were amended to remove “view coursework tool” in Item 3. The minutes were approved as amended.
 - 1.4 Approval of Disciplinary Meeting Minutes from June 17, 2013 – The minutes were approved as presented.

2. **NOVUSAGENDA** – Chris Anders from NovusAGENDA presented information to the board regarding how to use NovusAGENDA. The board is interested in participating in a pilot project which utilizes the new NovusAGENDA software.

3. **BYLAWS** – Ms. Hodgson presented the draft bylaws to the board for review. The board agreed to make further corrections to Articles II, IV, and VIII. The board reviewed and approved the changes to the bylaws. A final version of the bylaws will be presented to the board at their next meeting for review and acceptance.
4. **PROS AND CONS FOR SPECIAL VERSUS REGULAR MEETINGS** – Lilia Lopez, AAG provided the board with information regarding the differences between special and regular meetings. A special meeting provides flexibility in deciding when to have a meeting but doesn't allow any changes to the agenda. A regular meeting allows changes to the agenda but gives less flexibility to reschedule the meeting date.
5. **CONFERENCE CALLS** – The board discussed and determined what they will address during conference calls. The board agreed to discuss new complaints, exception applicants, military trained applicants, compliance cases for release, and foreign educated applicants on a case-by-case basis. The board would like to have an agenda developed for the conference call. After the board reviews the agenda they will decide if a conference call will be held. Also, the board would like to have at least two weeks to review cases or applicant files prior to presenting to the full board for consideration.
6. **POWERPOINT PRESENTATION** – The board reviewed the current PowerPoint presentation. The board would like an additional slide added to clarify WAC 246-915-180 (8) which discusses communication or advertising connected with the PT or PTAs profession. Marsha will assist staff with developing the new slide. Also, Marsha was asked by the board to provide notes of the current presentation to assist future new board members.
7. **RULES** – The board discussed and prioritized rules that they will be changing. The board prioritized the rules as follows:
 - WAC 246-915-995 – Waiver of examination – The board would like to repeal this WAC as it is unnecessary.
 - WAC 246-915-120 – Applicants from Unapproved Schools
 - WAC 246-915-085 – Continuing Competency
 - WAC 246-915-030 - Examination and WAC 246-915-040 – Licensure by Endorsement – Applicants from Approved Schools
 - WAC 246-915-010 - Definitions
8. **CORRESPONDENCE** – Ms. Waidely provided the board with correspondence from the Physical Therapy Washington Association (PTWA) regarding the Board of Physical Therapy's presentation at the 2014 Fall PTWA Conference. The board determined that the presentation will be about disciplinary issues. At this time the board can provide PTWA with the title, objectives, and a general statement of what they will be presenting. The conference will be held at the Washington State Convention Center, October 10-11, 2014.

9. PROGRAM REPORT – Information provided to the board by the Program Manager and Executive Director.

9.1 Budget – Ms. Waidely presented budget information to the board. The new budget is currently not available but will be provided at the next board meeting.

9.2 Physical Therapy Board Member Recruitment – Ms. Waidely updated the board on the recruitment process. Paula Mays and Renee Compton assisted in the interviews of six applicants. The names have been submitted to the Governor's Office for review and appointment.

9.3 Planning for upcoming meetings – Ms. Waidely reminded the board that there are two meetings remaining in 2013. At the next meeting Ms. Waidely will provide the updated PowerPoint presentation, bylaws, and schedule 2014 meeting dates. Robert Schmidt made a motion to add election of officers to this meeting agenda. The motion to add this agenda item was approved by the board. The board nominated and elected Robert Schmidt to be Chair and elected Renee Compton to be Vice-Chair for the 2014 year.

9.4 Other – Ms. Hodgson informed the board of the Citizen Advocacy Center 2013 Annual Meeting on October 29-30, 2013 at the Red Lion, in Seattle. All board members are encouraged and welcome to attend. No members from the Board of Physical Therapy will be able to attend this meeting.

CLOSED SESSION – 12:45 p.m.

10. REVIEW OF APPLICATIONS

- Applicant A - Deficient
- Applicant B - Approved
- Applicant C - Approved
- Applicant D - Approved
- Applicant E - Approved
- Applicant F – Deficient
- Waiver of Exam Applicant - Denied

11. CONTINUING EDUCATION AUDITS

- Applicant A - Approved
- Applicant B - Approved
- Applicant C - Deficient
- Applicant D - Approved
- Applicant E - Approved
- Applicant F – Deficient
- Applicant A – Approved
- Applicant E – Approved
- Applicant I – Approved
- Applicant M – Approved
- Applicant Q – Approved
- Applicant V – Approved
- Applicant Y – Approved

12. DISCIPLINARY CASE REVIEWS – See disciplinary meeting minutes

OPEN SESSION – 2:25 p.m.

13. ADJOURNMENT – The meeting was adjourned at 2:25 p.m.

Respectfully submitted:

Kris Waidely, Program Manager

Robert Schmidt, Board Chair