

**PHYSICAL THERAPY EXAMINING BOARD
MEETING MINUTES
FEBRUARY 25, 2016**

PRESENT: Shari Berry, PT; Lori Dominiczak, PT; John Greany, PT; Thomas Murphy (*arrived via phone at 8:32 a.m.*); Sarah Olson, PTA

STAFF: Tom Ryan, Executive Director; Nifty Lynn Dio, Bureau Assistant; Amber Cardenas, Legal Counsel; and other department staff

CALL TO ORDER

Lori Dominiczak, Chair, called the meeting to order at 8:30 a.m. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

MOTION: Shari Berry moved, seconded by Sarah Olson, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: John Greany moved, seconded by Shari Berry, to approve the minutes of December 8, 2015 as published. Motion carried unanimously.

NOMINATIONS, ELECTIONS, AND APPOINTMENTS

ELECTION OF OFFICERS

BOARD CHAIR

NOMINATION: Shari Berry nominated Lori Dominiczak for the Office of Board Chair.

Tom Ryan called for nominations three (3) times.

Lori Dominiczak was elected as Chair by unanimous consent.

VICE CHAIR

NOMINATION: Lori Dominiczak nominated Shari Berry for the Office of Vice Chair.

Tom Ryan called for nominations three (3) times.

Shari Berry was elected as Vice Chair by unanimous consent.

SECRETARY

NOMINATION: Shari Berry nominated Sarah Olson for the Office of Secretary.

Tom Ryan called for nominations three (3) times.

Sarah Olson was elected as Secretary by unanimous consent.

2016 ELECTION RESULTS	
Board Chair	Lori Dominiczak
Vice Chair	Shari Berry
Secretary	Sarah Olson

LIAISON APPOINTMENTS

2016 LIAISON APPOINTMENTS	
Credentialing Liaison(s)	Shari Berry, John Greany Alternate – Sarah Olson
Monitoring Liaison	Thomas Murphy Alternate – Sarah Olson
Office of Education and Examinations Liaison	John Greany, Shari Berry Alternate – Sarah Olson
Legislative Liaison	Lori Dominiczak Alternate – Shari Berry
Travel Liaison	Lori Dominiczak Alternate – Shari Berry
Website Liaison	Shari Berry Alternate – Sarah Olson
Administrative Rules Liaison	Lori Dominiczak Alternate – Shari Berry
Professional Assistance Procedure (PAP) Liaison	Thomas Murphy Alternate – Sarah Olson
Screening Panel	Thomas Murphy, Sarah Olson Alternate – John Greany

MOTION: Shari Berry moved, seconded by Sarah Olson, to affirm the Chair's appointment of liaisons and screening panel for 2016. Motion carried unanimously.

DELEGATION MOTIONS

Delegated Authority for Urgent Matters

MOTION: John Greany moved, seconded by Sarah Olson, that, in order to facilitate the completion of assignments between meetings, the Board delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Board, to appoint liaisons to the Department to act in urgent matters, make appointments to vacant liaison, panel and committee positions, and to act when knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

Delegated Authority for Application Denial Reviews

MOTION: Sarah Olson moved, seconded by Shari Berry, that the Board counsel or another department attorney is formally authorized to serve as the Board's designee for purposes of Wis. Admin Code § SPS 1.08(1). Motion carried unanimously.

Document Signature Delegation

MOTION: Shari Berry moved, seconded by Sarah Olson, to delegate authority to the Chair or chief presiding officer, or longest serving member of the Board, by order of succession, to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair, chief presiding officer, or longest serving member of the Board, has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair, chief presiding officer, or longest serving member of the Board delegates the authority to Executive Director or designee to sign the name of any Board member on documents as necessary and appropriate. Motion carried unanimously.

Credentialing Authority Delegations

MOTION: John Greany moved, seconded by Shari Berry, to delegate authority to the Credentialing Liaisons to address all issues related to credentialing matters except potential denial decisions should be referred to the full Board for final determination. Motion carried unanimously.

MOTION: Sarah Olson moved, seconded by John Greany, to delegate credentialing authority to DSPS for those submitted applications that meet the criteria of Rule and Statute and thereby would not need further Board or Board liaison review. Motion carried unanimously.

Monitoring Delegations

MOTION: Shari Berry moved, seconded by John Greany, to affirm the Chair's appointment of Thomas Murphy as the Monitoring Liaison, and Sarah Olson as the alternate, to adopt the 'Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor document as presented. Motion carried unanimously.

Travel Delegation

MOTION: Sarah Olson moved, seconded by Thomas Murphy, to authorize the travel liaison or alternate to approve all Board travel. Motion carried unanimously.

Update on Other Legislation and Pending or Possible Rulemaking Projects

MOTION: Shari Berry moved, seconded by Sarah Olson, for the Board to seek statutory change to clarify supervision of PTA students through all appropriate channels. Motion carried unanimously.

2015 PHYSICAL THERAPY EXAMINING BOARD ANNUAL REPORT – BOARD REVIEW

MOTION: Shari Berry moved, seconded by John Greany, to approve the 2015 Annual Report. Motion carried unanimously.

CONTINUING EDUCATION AUDIT REPORT

MOTION: Sarah Olson moved, seconded by John Greany, to refer all non-compliant license holders to the Division of Legal Services and Compliance (DLSC). Motion carried unanimously.

PHYSICAL THERAPY LICENSURE COMPACT – BOARD REVIEW

MOTION: John Greany moved, seconded by Thomas Murphy, to record the Board's support of the Physical Therapy Licensure Compact. Motion carried unanimously.

FEDERATION OF STATE BOARDS OF PHYSICAL THERAPY (FSBPT) MATTERS**Board Member and Administrator Training – June 24-26, 2016 – Alexandria, VA**

MOTION: Shari Berry moved, seconded by Sarah Olson, to designate John Greany to attend the Board Member and Administrator Training on June 24-26, 2016 in Alexandria, VA and to authorize travel. Motion carried unanimously.

MOTION: Shari Berry moved, seconded by Thomas Murphy, to designate Tom Ryan to attend the Board Member and Administrator Training on June 24-26, 2016 in Alexandria, VA and to authorize travel. Motion carried unanimously.

Leadership Issues Forum – July 30-31, 2016 – Alexandria, VA

MOTION: Shari Berry moved, seconded by Sarah Olson, to designate John Greany and Tom Ryan to attend the Leadership Issues Forum on July 30-31, 2016 in Alexandria, VA and to authorize travel. Motion carried unanimously.

FSBPT Annual Meeting – November 3-5, 2016 – Columbus, OH

MOTION: Shari Berry moved, seconded by John Greany, to designate Lori Dominiczak as the Board's delegate and Sarah Olson as alternate, to attend the FSBPT Annual Meeting on November 3-5, 2016 in Columbus, OH and to authorize travel. Motion carried unanimously.

MOTION: Shari Berry moved, seconded by Sarah Olson, to designate Tom Ryan to attend the FSBPT Annual Meeting on November 3-5, 2016 in Columbus, OH and to authorize travel. Motion carried unanimously.

CLOSED SESSION

MOTION: Shari Berry moved, seconded by John Greany, to convene to Closed Session to deliberate on cases following hearing (§ 19.85(1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.). The Chair, Lori Dominiczak read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Shari Berry – yes; Lori Dominiczak – yes; John Greany – yes; Thomas Murphy – yes; Sarah Olson – yes. Motion carried unanimously.

The Board convened into Closed Session at 9:59 a.m.

RECONVENE TO OPEN SESSION

MOTION: Shari Berry moved, seconded by Sarah Olson, to reconvene in Open Session at 10:19 a.m. Motion carried unanimously.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

MOTION: Sarah Olson moved, seconded by John Greany, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

RATIFICATION OF LICENSES AND CERTIFICATES

MOTION: Sarah Olson moved, seconded by Shari Berry, to delegate ratification of examination results to DSPS staff and to delegate and ratify all licenses and certificates as issued. Motion carried unanimously.

DELIBERATION ON DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

Case Closing

14 PHT 022

MOTION: Sarah Olson moved, seconded by John Greany, to close case 14 PHT 002, against P.P., for *Insufficient Evidence (IE)*. Motion carried unanimously.

ADJOURNMENT

MOTION: John Greany moved, seconded by Shari Berry, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:17 a.m.