



VIRTUAL/TELECONFERENCE
PHYSICIAN ASSISTANT AFFILIATED CREDENTIALING BOARD
Virtual, 4822 Madison Yards Way, Madison
Contact: Tom Ryan (608) 266-2112
August 25, 2022

The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Board.

AGENDA

9:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A. Adoption of Agenda (1-3)**
- B. Approval of Minutes of July 21, 2022 (4-6)**
- C. Reminders: Conflicts of Interest, Scheduling Concerns
- D. Introductions, Announcements and Recognition
- E. APPEARANCE: Rosie Bond, Federation of State Medical Boards (FSMB) Services Presentation – Discussion and Consideration**
- F. Administrative Matters – Discussion and Consideration**
 - 1) Department, Staff and Board Updates
 - 2) Board Members – Term Expiration Dates
 - a. Collins, Clark A. – 7/1/2023
 - b. Edwards, Jacqueline K. – 7/1/2025
 - c. Elliot, Eric M. – 7/1/2024
 - d. Fischer, Jean M. – 7/1/2023
 - e. Holmes-Drammeh, Emelle S. – 7/1/2024
 - f. Jarrett, Jennifer L. – 7/1/2024
 - g. Martin, Cynthia S. – 7/1/2023
 - h. Sanders, Robert W. – 7/1/2024
 - i. Streit, Tara E. – 7/1/2023
 - 3) Wis. Stat. s 15.085 (3)(b) – Biannual Meeting with the Medical Examining Board
- G. Legislation and Policy Matters – Discussion and Consideration
- H. Administrative Rule Matters – Discussion and Consideration
 - 1) Pending & Possible Rulemaking Projects
- I. COVID-19 – Discussion and Consideration

- J. Items Added After Preparation of Agenda:
- 1) Introductions, Announcements and Recognition
 - 2) Administrative Matters
 - 3) Election of Officers
 - 4) Appointment of Liaisons and Alternates
 - 5) Delegation of Authorities
 - 6) Education and Examination Matters
 - 7) Credentialing Matters
 - 8) Practice Matters
 - 9) Administrative Rule Matters
 - 10) Legislative and Policy Matters
 - 11) Liaison Reports
 - 12) Board Liaison Training and Appointment of Mentors
 - 13) Informational Items
 - 14) Division of Legal Services and Compliance (DLSC) Matters
 - 15) Presentations of Petitions for Summary Suspension
 - 16) Petitions for Designation of Hearing Examiner
 - 17) Presentation of Stipulations, Final Decision and Orders
 - 18) Presentation of Proposed Final Decision and Orders
 - 19) Presentation of Interim Orders
 - 20) Petitions for Re-Hearing
 - 21) Petitions for Assessments
 - 22) Petitions to Vacate Orders
 - 23) Requests for Disciplinary Proceeding Presentations
 - 24) Motions
 - 25) Petitions
 - 26) Appearances from Requests Received or Renewed
 - 27) Speaking Engagements, Travel, or Public Relation Requests, and Reports

K. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85(1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).

L. Deliberation on DLSC Matters

- 1) **Administrative Warnings**
 - a. 21 PAB 001 – M.D.T. **(7-8)**

M. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) DLSC Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petitions for Summary Suspensions
- 7) Petitions for Designation of Hearing Examiner
- 8) Proposed Stipulations, Final Decisions and Orders
- 9) Proposed Interim Orders
- 10) Administrative Warnings

- 11) Review of Administrative Warnings
- 12) Proposed Final Decisions and Orders
- 13) Matters Relating to Costs/Orders Fixing Costs
- 14) Case Closings
- 15) Board Liaison Training
- 16) Petitions for Assessments and Evaluations
- 17) Petitions to Vacate Orders
- 18) Remedial Education Cases
- 19) Motions
- 20) Petitions for Re-Hearing
- 21) Appearances from Requests Received or Renewed

N. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

- O. Open Session Items Noticed Above Not Completed in the Initial Open Session
- P. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate
- Q. Delegation of Ratification of Examination Results and Ratification of Licenses and Certificates**

ADJOURNMENT

VIRTUAL/TELECONFERENCE

ORAL INTERVIEW OF CANDIDATES FOR LICENSURE

10:30 A.M. OR IMMEDIATELY FOLLOWING THE FULL BOARD MEETING

CLOSED SESSION – Reviewing Applications and Conducting Oral Interview of **Zero (0)** (at time of agenda publication) Candidates for Licensure – **Jean Fischer** and **Clark Collins**.

NEXT MEETING: SEPTEMBER 29, 2022

 MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held virtually unless otherwise indicated. In-person meetings are typically conducted at 4822 Madison Yards Way, Madison, Wisconsin, unless an alternative location is listed on the meeting notice. In order to confirm a meeting or to request a complete copy of the board’s agenda, please visit the Department website at <https://dps.wi.gov>. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Requests for interpreters for the hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer at 608-266-2112, or the Meeting Staff at 608-266-5439.

**VIRTUAL/TELECONFERENCE
PHYSICIAN ASSISTANT
AFFILIATED CREDENTIALING BOARD
JULY 21, 2022**

PRESENT: Clark Collins, Jacqueline Edwards, Eric Elliot (*arrived at 9:26 a.m.*), Jean Fischer, Emelle Holmes-Drammeh (*arrived at 9:07 a.m.*), Jennifer Jarrett, Cynthia Martin, Robert Sanders, Tara Streit

STAFF: Tom Ryan, Executive Director; Jameson Whitney, Legal Counsel; Nilajah Hardin, Administrative Rules Coordinator; Kimberly Wood, Program Assistant Supervisor-Adv.; and other Department Staff

CALL TO ORDER

Jennifer Jarrett, Chairperson, called the meeting to order at 9:00 a.m. A quorum was confirmed with seven (7) members present.

ADOPTION OF AGENDA

MOTION: Jacqueline Edwards moved, seconded by Robert Sanders, to adopt the Agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF JUNE 23, 2022

MOTION: Cynthia Martin moved, seconded by Jacqueline Edwards, to approve the Minutes of June 23, 2022 as published. Motion carried unanimously.

(Emelle Holmes-Drammeh arrived at 9:07 a.m.)

(Eric Elliot arrived at 9:26 a.m.)

**APPEARANCE: ROSIE BOND, FEDERATION OF STATE MEDICAL BOARDS (FSMB)
SERVICES PRESENTATION**

MOTION: Eric Elliot moved, seconded by Jennifer Jarrett, to acknowledge and thank Rosie Bond and Monica Exum, FSMB, for appearing and presenting to the Physician Assistant Affiliated Credentialing Board. Motion carried unanimously.

MOTION: Eric Elliot moved, seconded by Jacqueline Edwards, to request DSPS explore further the possibility of implementing the FSMB Uniform Application Process for Physician Assistants including any timeframes for implementation. Motion carried unanimously.

PROFESSIONAL ASSISTANCE PROCEDURE (PAP) PRESENTATION

MOTION: Jennifer Jarrett moved, seconded by Tara Streit, to acknowledge and thank Adam Wagner for appearing and presenting to the Physician Assistant Affiliated Credentialing Board. Motion carried unanimously.

CLOSED SESSION

MOTION: Jacqueline Edwards moved, seconded by Robert Sanders, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85(1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). Jennifer Jarrett, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Clark Collins-yes; Jacqueline Edwards-yes; Eric Elliot-yes; Jean Fischer-yes; Emelle Holmes-Drammeh-yes; Jennifer Jarrett-yes; Cynthia Martin-yes; Robert Sanders-yes; and Tara Streit-yes. Motion carried unanimously.

The Board convened into Closed Session at 10:57 a.m.

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

Case Closings

21 PAB 004 – A.M.D.

MOTION: Eric Elliot moved, seconded by Clark Collins, to close DLSC Case Number 21 PAB 004, against A.M.D., for Insufficient Evidence. Motion carried unanimously.

RECONVENE TO OPEN SESSION

MOTION: Jennifer Jarrett moved, seconded by Jean Fischer, to reconvene in Open Session. Motion carried unanimously.

The Board reconvened to Open Session at 11:04 a.m.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

MOTION: Cynthia Martin moved, seconded by Eric Elliot, to affirm all motions made and votes taken in Closed Session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the Closed Session motions stand for the purposes of the affirmation vote.)

DELEGATION OF RATIFICATION OF EXAMINATION RESULTS AND RATIFICATION OF LICENSES AND CERTIFICATES

MOTION: Cynthia Martin moved, seconded by Jean Fischer, to delegate ratification of examination results to DSPS staff and to ratify all licenses and certificates as issued. Motion carried unanimously.

ADJOURNMENT

MOTION: Jean Fischer moved, seconded by Robert Sanders, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:07 a.m.

DRAFT