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**VIRTUAL/TELECONFERENCE**  
**PHYSICIAN ASSISTANT AFFILIATED CREDENTIALING BOARD**  
**4822 Madison Yards Way, Madison**  
**Contact: Tom Ryan (608) 266-2112**  
**August 24, 2023**

*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 (1-4)**
- B) Approval of Minutes of July 20, 2023 (5-6)**
- C) Reminders: Conflicts of Interest, Scheduling Concerns
- D) Introductions, Announcements and Recognition
- E) Administrative Matters – Discussion and Consideration**
  - 1) Department, Staff and Board Updates
  - 2) Board Members – Term Expiration Dates
    - a. Collins, Clark A. – 7/1/2027
    - b. Edwards, Jacqueline K. – 7/1/2025
    - c. Elliot, Eric M. – 7/1/2024
    - d. Fischer, Jean M. – 7/1/2027
    - e. Holmes-Drammeh, Emelle S. – 7/1/2024
    - f. Jarrett, Jennifer L. – 7/1/2024
    - g. Martin, Cynthia S. – 7/1/2027
    - h. Sanders, Robert W. – 7/1/2024
    - i. Streit, Tara E. – 7/1/2027
  - 3) Wis. Stat. s 15.085 (3)(b) – Biannual Meeting with the Medical Examining Board
- F) Legislative and Policy Matters – Discussion and Consideration
- G) Administrative Rule Matters – Discussion and Consideration (7)**
  - 1) Update on Med 26, relating to Military Medical Personnel
  - 2) Pending & Possible Rulemaking Projects
- H) Combatting the Opioid Crisis: Board Goal Setting (8)**
- I) Senate Bill 145/Assembly Bill 154, Relating to Advanced Practice Nurses – Update**

- J) **Controlled Substances Board (CSB) Meeting Attendance and Discussion of PAACB Role Regarding CSB – Discussion and Consideration**
- K) **Physician Assistant Interstate Compact Update – Discussion and Consideration**
- L) Federation of State Medical Board (FSMB) Matters – Discussion and Consideration
- M) Professional Assistance Procedure (PAP) Discussion of Expansion to Include Mental Health Disorders Update – Discussion and Consideration
- N) 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) Public Health Emergencies
  - 11) Legislative and Policy Matters
  - 12) Liaison Reports
  - 13) Board Liaison Training and Appointment of Mentors
  - 14) Informational Items
  - 15) Division of Legal Services and Compliance (DLSC) Matters
  - 16) Presentations of Petitions for Summary Suspension
  - 17) Petitions for Designation of Hearing Examiner
  - 18) Presentation of Stipulations, Final Decision and Orders
  - 19) Presentation of Proposed Final Decision and Orders
  - 20) Presentation of Interim Orders
  - 21) Petitions for Re-Hearing
  - 22) Petitions for Assessments
  - 23) Petitions to Vacate Orders
  - 24) Requests for Disciplinary Proceeding Presentations
  - 25) Motions
  - 26) Petitions
  - 27) Appearances from Requests Received or Renewed
  - 28) Speaking Engagements, Travel, or Public Relation Requests, and Reports

**O) 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.).**

- P) Deliberation on DLSC Matters
- Q) 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

R) Consulting with Legal Counsel

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

- S) Open Session Items Noticed Above Not Completed in the Initial Open Session
- T) Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate
- U) Delegation of Ratification of Examination Results and Ratification of Licenses and Certificates

**ADJOURNMENT**

**VIRTUAL/TELECONFERENCE**

**ORAL INTERVIEW OF CANDIDATES FOR LICENSURE**

**10:00 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: OCTOBER 19, 2023**

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**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, or reach the Meeting Staff by calling 608-267-7213.

**VIRTUAL/TELECONFERENCE  
PHYSICIAN ASSISTANT  
AFFILIATED CREDENTIALING BOARD  
JULY 20, 2023**

**PRESENT:** Clark Collins, Jacqueline Edwards, Eric Elliot (*arrived at 9:09 a.m.*), Jean Fischer, Emelle Holmes-Drammeh, Jennifer Jarrett, Tara Streit

**EXCUSED:** Cynthia Martin, Robert Sanders

**STAFF:** Tom Ryan, Executive Director; Jameson Whitney, Legal Counsel; Nilajah Hardin, Administrative Rules Coordinator; Brenda Taylor, Board Services Supervisor; and other Department Staff

**CALL TO ORDER**

Jennifer Jarrett, Chairperson, called the meeting to order at 9:01 a.m. A quorum was confirmed with six (6) members present.

**ADOPTION OF AGENDA**

**MOTION:** Jacqueline Edwards moved, seconded by Tara Streit, to adopt the Agenda as published/amended. Motion carried unanimously.

**APPROVAL OF MINUTES OF MAY 18, 2023**

**MOTION:** Tara Streit moved, seconded by Jean Fischer, to approve the Minutes of May 18, 2023 as published/. Motion carried unanimously.

*(Eric Elliot arrived at 9:09 a.m.)*

**CLOSED SESSION**

**MOTION:** Clark Collins moved, seconded by Jacqueline Edwards, 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; and Tara Streit-yes. Motion carried unanimously.

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

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

**Proposed Stipulations, Final Decisions and Orders**

***22 PAB 018 – Nicole B. Laabs, P.A.***

**MOTION:** Jennifer Jarrett moved, seconded by Jacqueline Edwards, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Nicole B. Laabs, P.A., DLSC Case Number 22 PAB 018. Motion carried unanimously.

### Case Closings

**MOTION:** Eric Elliot moved, seconded by Jacqueline Edwards, to close the following DLSC Cases for the reasons outlined below:

1. 22 PAB 014 – M.H.H. – No Violation
  2. 22 PAB 015 – N.B.L. – No Violation
  3. 22 PAB 016 – E.E.P. – No Violation
- Motion carried unanimously.

### **RECONVENE TO OPEN SESSION**

**MOTION:** Jacqueline Edwards moved, seconded by Jean Fischer, to reconvene in Open Session. Motion carried unanimously.

The Board reconvened to Open Session at 10:16 a.m.

### **VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION**

**MOTION:** Eric Elliot moved, seconded by Jacqueline Edwards, 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:** Clark Collins moved, seconded by Jacqueline Edwards, to delegate ratification of examination results to DSPS staff and to ratify all licenses and certificates as issued. Motion carried unanimously.

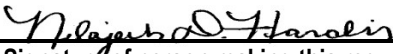
### **ADJOURNMENT**

**MOTION:** Jacqueline Edwards moved, seconded by Clark Collins, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:19 a.m.

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

<b>1) Name and title of person submitting the request:</b> Nilajah Hardin Administrative Rules Coordinator		<b>2) Date when request submitted:</b> 08/11/23 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b> Physician Assistant Affiliated Credentialing Board			
<b>4) Meeting Date:</b> 08/24/23	<b>5) Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Administrative Rule Matters Discussion and Consideration 1. Update on Med 26, Relating to Military Medical Personnel 2. Pending or Possible Rulemaking Projects	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> <i>(If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b> N/A	
<b>10) Describe the issue and action that should be addressed</b>           			
<b>11) Authorization</b>			
 Signature of person making this request		08/11/23 Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date			
<b>Directions for including supporting documents:</b> 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

1) Name and title of person submitting the request:		2) Date when request submitted: 8/17/2023	
		Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Physician Assistant Affiliated Credentialing Board			
4) Meeting Date: 8/4/2023	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Combatting the Opioid Crisis: Board Goal Setting	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff)</i>  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if applicable: N/A	
10) Describe the issue and action that should be addressed:  The Board is required by statute to set goals annually to combat the opioid crisis. Proposed goals for 2024 are:  Goal 1: Monitor Continuing Education Rule Requiring 2 hours of Responsible Controlled Substances Prescribing for any Necessary Updates  Goal 2: Take Enforcement Action When Appropriate  Goal 3: Track and Monitor Physician Assistant Prescribing of Controlled Substances  Goal 4: Continued Outreach and Leadership  Proposed Motion: To adopt the goals to address the issue of opioid abuse as presented at today's meeting.			
11) Authorization			
Signature of person making this request		Date	
Supervisor (Only required for post agenda deadline items)		Date	
Executive Director signature (Indicates approval for post agenda deadline items)		Date	
Directions for including supporting documents: 1. This form should be saved with any other documents submitted to the <a href="#">Agenda Items</a> folders. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			