

**PHYSICAL THERAPY EXAMINING BOARD
MEETING MINUTES
February 8, 2017**

PRESENT: Shari Berry, PT; Lori Dominiczak, PT; John Greany, PT (*Via GoToMeeting*); Sarah Olson, PTA

STAFF: Tom Ryan, Executive Director; Laura Smith, Bureau Assistant; and other Department Staff

CALL TO ORDER

Lori Dominiczak, Chair, called the meeting to order at 8:33 a.m. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

Amendments to the Agenda

- *Remove “Appointed but not yet confirmed” in reference to Sarah Olson, Item C.5.d*
- *Replace Heading on Item I, “Division of Legal Services and Compliance (DLSC) Physical Therapy Annual Report – Year 2016” with “Physical Therapy Annual Report – Year 2016”*

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

APPROVAL OF MINUTES

Amendments to the Minutes

MOTION: Sarah Olson moved, seconded by Shari Berry, to approve the minutes of December 6, 2016 as published. Motion carried unanimously.

ADMINISTRATIVE UPDATES

ELECTION OF OFFICERS

BOARD CHAIR

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

Tom Ryan called for nominations three (3) times.

Shari Berry was elected as Chair by unanimous consent.

VICE CHAIR

NOMINATION: Shari Berry nominated John Greany for the Office of Vice Chair.

Tom Ryan called for nominations three (3) times.

John Greany 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.

2017 ELECTION RESULTS	
Board Chair	Shari Berry
Vice Chair	John Greany
Secretary	Sarah Olson

LIAISON APPOINTMENTS

2017 LIAISON APPOINTMENTS	
Credentialing Liaison(s)	Shari Berry, John Greany Alternate – Sarah Olson
Monitoring Liaison	Sarah Olson Alternate – Lori Dominiczak
Office of Education and Examinations Liaison	John Greany*, Shari Berry Alternate – Sarah Olson *John Greany is the primary liaison for CE hardship requests, and Shari Berry is alternate
Legislative Liaison	Shari Berry Alternate – Lori Dominiczak
Travel Liaison	Shari Berry Alternate – John Greany
Website Liaison	Sarah Olson Alternate – Shari Berry
Administrative Rules Liaison	Shari Berry Alternate – John Greany
Professional Assistance Procedure (PAP) Liaison	Sarah Olson Alternate – Lori Dominiczak
Screening Panel	Sarah Olson, John Greany Alternate – Lori Dominiczak

MOTION: Lori Dominiczak moved, seconded by Sarah Olson, to affirm the Chair's appointment of liaisons and screening panel for 2017. Motion carried unanimously.

DELEGATION MOTIONS

Delegated Authority for Urgent Matters

MOTION: Lori Dominiczak moved, seconded by John Greany, 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: Lori Dominiczak moved, seconded by John Greany, 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: Lori Dominiczak moved, seconded by John Greany, 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: Lori Dominiczak moved, seconded by John Greany, 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: Lori Dominiczak 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: Lori Dominiczak moved, seconded by John Greany, to adopt the 'Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor document as presented. Motion carried unanimously.

Travel Delegation

MOTION: Lori Dominiczak moved, seconded by John Greany, to authorize the travel liaison or alternate to approve all Board travel. Motion carried unanimously.

Continuing Education and Examinations

MOTION: Lori Dominiczak moved, seconded by John Greany, to authorize the primary continuing education liaison or alternate to decide continuing education hardship requests in addition to all other continuing education and examination matters delegated to the liaisons. Motion carried unanimously.

Introductions, Announcements, and Recognitions

MOTION: Lori Dominiczak moved, seconded by John Greany, to recognize the contributions of Thomas Murphy to the Physical Therapy Examining Board as the former Public Member. Motion carried unanimously.

PUBLIC HEARING ON CLEARINGHOUSE RULE 16-089 – PT 10 RELATING TO AUTHORITY OF PHYSICAL THERAPISTS TO ORDER X-RAYS

MOTION: Lori Dominiczak moved, seconded by Sarah Olson, to accept all Clearinghouse comments for Clearinghouse Rule 16-089, relating to authority of physical therapists to order x-rays. Motion carried unanimously.

MOTION: Lori Dominiczak moved, seconded by John Greany, to authorize the Chair to approve the Legislative Report and Draft for Clearinghouse Rule 16-089, relating to authority of physical therapists to order x-rays, for submission to the Governor's Office and Legislature. Motion carried unanimously.

LEGISLATIVE AND ADMINISTRATIVE RULE MATTERS

Scope Statement for Ch. PT 2 and Ch. PT 9 Relating to Examinations and Continuing Education

MOTION: Sarah Olson moved, seconded by John Greany, to approve the Scope Statement on Wis. Admin. Code Ch. PT 2 and Ch. PT 9 relating to Examinations and Continuing Education, with the amendment requested by the Board to Item 6, for submission to the Governor's Office and publication, and to authorize the Chair to approve the scope for implementation no less than 10 days after publication. Motion carried unanimously.

PHYSICAL THERAPY ANNUAL REPORT – YEAR 2016

MOTION: Sarah Olson moved, seconded by John Greany, to adopt the 2016 Annual Report. Motion carried unanimously.

FEDERATION OF STATE BOARDS OF PHYSICAL THERAPY (FSBPT) MATTERS

2017 FSBPT Travel Invitations

MOTION: Sarah Olson moved, seconded by Lori Dominiczak, to designate Thomas Ryan, and a Public Member if appointed, to attend the 2017 Regulatory training for

Members and Board Staff – June 9-11, 2017 in Alexandria, VA and to authorize travel. Motion carried unanimously.

MOTION: Lori Dominiczak moved, seconded by Sarah Olson, to designate Sarah Olson, as the Board’s delegate, and Shari Berry as the Board’s alternate delegate, to attend the 2017 Annual Meeting and Delegate Assembly November 2-4, 2017 in Santa Ana Pueblo, NM and to authorize travel. Motion carried unanimously.

MOTION: Lori Dominiczak moved, seconded by John Greany, to designate Thomas Ryan, to attend the 2017 Annual Meeting and Delegate Assembly November 2-4, 2017 in Santa Ana Pueblo, NM and to authorize travel. Motion carried unanimously.

MOTION: John Greany moved, seconded by Lori Dominiczak, to designate Sarah Olson and Tom Ryan to attend the Leadership Issues Forum – July 29-30 in Alexandria, VA and to authorize travel. Motion carried unanimously.

CLOSED SESSION

MOTION: Sarah Olson moved, seconded by Lori Dominiczak, 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 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; Sarah Olson – yes. Motion carried unanimously.

The Board convened into Closed Session at 10:47 a.m.

RECONVENE TO OPEN SESSION

MOTION: Sarah Olson moved, seconded by John Greany, to reconvene in Open Session. Motion carried unanimously. 11:43

The Board convened into Open Session at 11:43 a.m.

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

MOTION: Sarah Olson moved, seconded by Lori Dominiczak, 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.)

DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

Case Closings(s)

16 PHT 043 (P.K.L.)

MOTION: Sarah Olson moved, seconded by Lori Dominiczak, to close the DLSC case number 16 PHT 043, against P.K.L. for No Violation. Motion carried unanimously.

16 PHT 039 (A.B.S.)

MOTION: Sarah Olson moved, seconded by John Greany, to close the DLSC case number 16 PHT 039, against A.B.S. for Insufficient Evidence. Motion carried unanimously.

16 PHT 001 (Unknown)

MOTION: Lori Dominiczak moved, seconded by Sarah Olson, to close the DLSC case number 16 PHT 001, against Unknown for No Violation. Motion carried unanimously.

RATIFICATION OF LICENSES AND CERTIFICATES

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

ADJOURNMENT

MOTION: Sarah Olson moved, seconded by Lori Dominiczak, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:47 a.m.