



WEST VIRGINIA BOARD OF PHYSICAL THERAPY

2 Players Club Drive, Suite 102

Charleston, West Virginia 25311

Telephone: (304) 558-0367 Fax: (304) 558-0369

MINUTES

September 14, 2022

WVBOPT Conference Room 10:00 AM

Members Present: John Brautigam, PT; Robert Haas, PT; Stephen Young, PT; Ashley Mason, PT; Travis Tarr, PT via telephone; Jessica Santrock, PTA; Robert Sellards, Lay Member

Members Absent: None

Non-Members Present: Crystal Meade

Minutes Taken By: Nonnie Holcomb, Executive Director

- I. **John Brautigam called meeting to order at 10:08 a.m.**
- II. **Public Comment-** Crystal Meade, PTA spoke to the Board regarding her licensure status.

Stephen motioned to go into executive session at 10:27 a.m. **Robert S.** seconded with all in favor.

Robert H. motioned to come out of executive session at 10:53 a.m. **Robert S.** seconded with all in favor.
- III. **Disciplinary Cases**
 - **Case 2020-06**
 - **Ashley** motioned to offer C.M a consent agreement in order to reactivate her revoked license. **Stephen** seconded with all in favor.
 - **Case 2022-01**
 - **Stephen** motioned to find no probable cause. **Robert H.** seconded with all in favor.
- IV. **Questionable applicants/reactivation**
 - **K.T.- Ashley** motioned to send a letter recommending K.T to review the rules and regulations of the Board now that she is a PT. She is subject to a mandatory audit next renewal cycle and reminder her that she must be truthful on all further applications. **Jessica** seconded with all in favor.
- V. **Adverse Actions**
 - **None**
- VI. **CE Courses for Board Approval**
 - Board reviewed CE courses for approval.

VII. Questions for Board Consideration

- The Board discussed and answered the questions submitted.

VIII. Safety Committee

- No issues found

IX. Driver Safety Training Video

- The Board members and staff watched the annual Driver Safety Training video from BRIM.

X. Approval of Minutes

- **Travis** motioned to accept the June 1, 2022, minutes. **Robert H.** seconded with all in favor.

XI. Old Business

- **Robert H.** motioned to approve P-Card purchases for June 2022 – August 2022. **Stephen** seconded with all in favor.
- Board reviewed Per-Diem amounts for the 4th Quarter of FY-2022
- Board reviewed financial reports for May 2022 – August 2022.

XII. New Business

- **2021-2022 Continuing education audit**
 - The Board has agreed to resume the random CE audit.
- **Licensure Database**
 - Nonnie updated the Board on the progress of the new licensure database.
- **Nonnie and Lauren zoom meeting with 3rd year WVU DPT class regarding the licensure process**
 - Nonnie discussed with the Board regarding meeting with students regarding the licensure process. The Board agreed that it would be good to reach out to Athletic Training programs in the state as well, to discuss the licensure process.
- **Employee Evaluations**
 - **Stephen** motioned to approve a 4% raise for all office staff effective next pay period. **Robert** seconded with all in favor.

XIII. Upcoming Meeting/Conferences **All FSBPT in-person meetings will require proof of COVID vaccination******

- 2022 PCard Coordinator Conference: September 15, 2022, Oglebay Resort and Conference Center
- Chapter 30 State Licensing Board Seminar: November 1, 2022 at Holiday Inn and Conference Center, Charleston, WV (**Required of new board members and anyone that has not previously attended**).
- FSBPT Annual Meeting and Delegate Assembly: October 27-29, 2022, in Orange County, CA.
- 2023 FARB Forum on Professional Regulation: January 26-28, 2023 in Nashville, TN.

XIV. Next Board Meeting Date: Thursday, December 08, 2022.

XV. Meeting was adjourned at 12:15 p.m.

Approved by:


John Brautigam, Board Chair