

# NEVADA STATE BOARD OF PODIATRY

## BOARD MEETING MINUTES OF November 9, 2018

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**1. *Call to order, roll call of members, and establish quorum.***

The meeting was called to order at 11:01 a.m. by Dr. Douglas Stacey, President.  
Board Members present: Dr. Douglas Stacey, President;  
Dr. Kenneth Jarvis, Vice President;  
Dr. Christine Clark, Secretary/Treasurer;  
Donna Baushke, Public Member;  
Dr. Katheryne Glantz, Board Member  
Non-Members present: Richard Dreitzer, Esq., Legal Counsel; Carolyn J. Cramer, Esq., Executive Director.

**2. *Public comment.*** No members of the public present at this time.

**3. *Review and approve the September 10, 2018 Board of Podiatry meeting minutes.***

Motion to approve the meeting minutes as written made by  
Vice President Dr. Jarvis  
Second to motion Board Member Baushke  
Motion passes unanimously

**4. *Review and discuss the financial status of the Board for August, September and October 2018.***

Discussion and questions were taken from the Board members and review of the financial activities memo was made.  
Motion to transfer \$25,000 from the Board's checking account to the money market account was made by  
Vice President Dr. Jarvis  
Second to motion by Board Member Dr. Glantz  
Motion to approve the finances of the Board for August, September and October 2018 and the Board financial activities memo made by Vice President Dr. Jarvis  
Second to motion Board Member Baushke  
Motion passes unanimously

**5. *Review and discuss activities of the Board office and all matters relating thereto.***

Carolyn Cramer indicated the following had occurred since the last Board Meeting:

- One new DPM licenses had been issued
- Two new complaints had been received

The primary focus of the office is renewals. All podiatry hygienists have renewed. Thirteen podiatry physicians are still outstanding. Three have contacted the office and stated they will not renew. The Board briefly discussed how the renewal season has been progressing.

Executive Director Cramer appeared at the Legislative Commission for the passage of R066-18 and R067-18; presented a continuing medical education credit at Super Bones on October 19, 2018 in Las Vegas and attended a Board meeting of the Nevada Podiatric Association. Additionally, Executive Director Cramer met with representatives of the Nevada Department of Public Safety to

complete an on-site audit on November 8, 2018 for compliance with Nevada State fingerprint laws.

**6. *Review, Discussion and Approval of Draft Financial Statements for two years ended June30, 2018 and 2017.***

Connie Christiansen, CPA from Kohn & Company to answer any questions on the completed audit. The Board Members asked Ms. Christiansen about the process. Motion to accept the documents as written and forward them to the Legislative Counsel Audit as the official response was made by Vice President Dr. Jarvis  
Second to motion Board Member Baushke  
Motion passes unanimously

**7. *Review, discuss and potential action regarding possible regulation for continuing education requirements for radiographic imaging.*** The Board discussed the proposed memo. The Board questioned the need for additional continuing medical education in this area but wanted to discuss the benefit of additional education to ensure adequate public protection by paraprofessionals who take radiographic images at the direction of a podiatric physician.

The discussion was tabled so that staff may continue to explore potential regulatory work in this area.

**8. *Update, discussion and potential action regarding possible implementation of expedited licensure***

Carolyn Cramer asked whether the statutory requirement that the applicant have had no previous malpractice is a literal prohibition. The Board could not recall its position and asked that the matter be tabled until Executive Director Cramer could research the testimony before the Nevada Legislature.

The discussion was tabled so that staff may do additional research into the testimony before the Nevada Legislature.

**9. *Review and discuss and potential action regarding the letter dated October 1, 2018 from Assemblywomen Irene Bustamante Adams, Chair Sunset Subcommittee of the Legislative Commission***

Carolyn Cramer made a brief report to the Board about the history of the document. The Board discussed the need to have estimates from vendors who offer web based licensing systems. The Board directed staff to get information regarding costs of such services. There was additional discussion of the need for podiatric hygienists and their value to the practice of podiatry and use. The Board thought it would be beneficial to have staff send a letter and the podiatry hygienist application to all in state practicing podiatric physicians encouraging them to get their medical assistants licensed as podiatric hygienists.

Motion to compose a letter to all podiatric physicians regarding podiatry hygienist made by Board Member Dr. Glantz  
Second to the motion Vice President Dr. Jarvis  
Motion passes unanimously

**10. Future Agenda Items**

- a. Review and approve November 9, 2018 Board meeting minutes.
- b. Review and discuss financial status of the Board and all matters relating thereto.
- c. Review and discuss activities of the Board office and all matters relating thereto...
- d. Review possible regulation on radiographic continuing medical education for podiatric physicians.
- e. Interview and approve Lobbyist for the 2019 legislative session
- f. Report on status of probation and restitution to the Board

Motion to approve the list of future agenda items was made by Board Member Baushke  
Second to motion Secretary/Treasurer Dr. Clark  
Motion passes unanimously

**11. Discussion, possible decision on date of next Board meeting.**

The next Board meeting is scheduled for December 14, 2018 at 5:30 pm in Reno, Nevada. Motion made to schedule the meeting made by Vice President Dr. Jarvis  
Second to motion Secretary/Treasurer Dr. Clark  
Motion passes unanimously

**12. Public comment.** No members of the public present at this time.

**13. Attorney-client meeting.**

Richard Dreitzer, Board Legal Counsel does not see a need to close the meeting at this time. There are no further questions or comments.

**14. Adjournment.**

Motion to adjourn the meeting of the Nevada State Board of Podiatry at 12:17 p.m. made by Vice President Dr. Jarvis  
Second to motion Board Member Baushke  
Motion passes unanimously