

NEVADA STATE BOARD OF PODIATRY

BOARD MEETING MINUTES OF January 11, 2021

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

The meeting was called to order at 5:30 p.m. by Dr. Douglas Stacey, President.

Board Members present: Dr. Douglas Stacey, President;

Dr. Kenneth Jarvis, Vice-President

Dr. Christine Clark, Secretary/Treasurer;

Dr. Katheryne Glantz, Board Member;

Donna Baushke, Board Member

Non-Members present: Carolyn J. Cramer, Esq., Executive Director; Richard Dreitzer, Esq. Board Counsel; Heather Lunsford of Carrara Nevada

Absent: None

Members of the public present: None

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

3. *Review and approve the November 16, 2020 Board of Podiatry meeting minutes.*

Motion to approve the meeting minutes as written made by Vice-President Dr. Jarvis

Second to motion Board Dr. Glantz;

Motion passes unanimously

4. *Review and approve the financial status of the Board for November and December 2020.*

The report was given by Secretary/Treasurer Dr. Clark on the financial activities and questions were taken from the Board members regarding the review of the financial activity memo and financial statements. Secretary/Treasurer Dr. Clark reported that the checking account balance was \$9,569.75 and the money market balance was \$169,996.66 and that \$15,000 had been moved from the money market to the checking account pursuant to the Board's vote at its preceding meeting. Executive Director Cramer reported that the next anticipated major bill is the monthly expense of Carrara Nevada starting January 1, 2021 for the 21st Legislative Session ending at the end of June.

Motion to approve the finances of the Board for November and December 2020 made by Vice-President Dr. Jarvis;

Second to motion Secretary/Treasurer Dr. Clark;

Motion passes unanimously

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

Executive Director Cramer indicated the following had occurred since the last Board Meeting:

- There are 155 active podiatric physicians. One renewing podiatric physician is working on completing CME and paying the late fee and another podiatric

physician's application is in the mail. One new podiatric physician license has issued since the last Board meeting. Four are under active consideration.

- No new complaints have been received.
- There are 42 licensed podiatry hygienists. Four new podiatry hygienist licenses have issued. Seven podiatry hygienist applications are under review.

Executive Director Cramer added that renewals have concluded but several rostered licensees are still outstanding. The focus of the office has moved to the upcoming legislative session. The workshop on BDR 54-457 was comprehensive and if podiatry is included will require on-line licensing to meet the demand. The Department of Public Safety is also moving its activities on-line so that criminal histories will be provided on-line and payment collected on-line as well. It is unknown if fingerprint cards will still be available, but so far there has been no response.

The Title 54 Board Cooperative held its first meeting, and Executive Cramer attended on behalf of the Board.

As stated in the memo, at the next meeting there will be a 15-minute presentation for an on-line system that will help the Board address its on-line obligations seemingly affordably. This will be addressed at the next meeting.

6. *Review, discussion and potential action regarding legislative matters, and the 81st. (2021) Session report given by Carrara Group LLC 5:45 p.m. via telephone*

Heather Lunsford of Carrara Nevada reported that there are more unknowns than knowns regarding the next legislative session. Whether the session is virtual, in-person, or a mix of both is still being discussed by the legislators. The only thing that is certain is that the Nevada Constitution mandates gavel down on February 1, 2021. The best guess at this time is a virtual session with a reevaluation at some point. Heather also reported that Governor Sisolak will be giving his State of the State address on January 19, 2021 virtually as well. Ms. Lunsford stated that at that time it is anticipated that Governor Sisolak will address the budget shortfall cause by the Covid-19 situation.

7. *Review, discussion and potential action for paying executive director salary instead of as an hourly employee* (Discussion/For possible action).

Executive Director Cramer gave an overview of the issue and the proposed change to the financial narrative. The Board Members discussed why it is a good thing to go to the salary payroll system. The Board members wanted to change the present system to payment on the 15th and end of the month, splitting the \$1,900 into two parts with \$950 paid on the 15th of the month and \$950 paid at the end of the month.

Motion to approve the changes to the financial narrative made by Vice-President Jarvis
Second to the motion Secretary/Treasurer Dr. Clark;
Motion passes unanimously

8. *Review, discuss and possible approval of further exploration of cooperative working situation with other Title 54 Boards.* (Discussion/For possible action)

Executive Director Cramer gave a brief overview of the issue and the first meeting.

9. Review, discuss and possible process for addressing Covid-19 situation (Discussion/For possible action)

Executive Director Cramer reported that distribution and administration of the Covid-19 vaccine has been an issue since the last meeting. Information on the distribution has been a concern but last week there were two requests to allow podiatric physicians to administer the vaccine. In both cases the requesters were advised that the Governor would need to issue executive orders to allow the scope of practice to include the Covid-19 vaccine. This office has offered to help draft any such language, but so far there has been no request. A discussion of how podiatry could offer assistance was made between the Board Members.

Motion to draft a letter to the Governor to allow podiatry to help administer Covid-19 vaccines made by Board Member Dr. Glantz;
Second to the motion Vice-President Dr. Jarvis;
Motion passes unanimously

10. Review, discuss and possible approval for video conferencing future board meetings. (Discussion/For possible action)

Executive Director reported that a one-year Zoom subscription had been purchased for the Board. Therefore, the next meeting will be a Zoom call.

11. Review, discuss and possible action regarding recovery of restitution from former executive director (Discussion/For possible action)

Executive Director Cramer explained that she was able to locate and speak with the former executive director. The details of the repayment of the restitution have to be worked out. Remaining restitution is \$ 28,250.00. This matter will be brought back in the future.

12. Future Agenda Items

- a. Review and approve January 11, 2021 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 and discuss Legislative Update and all matters relating thereto.
- e. Review and discuss process for addressing Covid-19 situation
- f. Review, discuss and presentation by Certemy
- g. Review and discuss the Title 54 Board Cooperative arrangement.
- h. Review and discuss the process for recovery of restitution from a prior executive director

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

13. Discussion, possible decision on date of next Board meeting.

The next Board meeting is scheduled for February 8, 2021 at 5:30 p.m. in Reno, Nevada with tentative meeting dates approved for March 8, 2021, April 5, 2021, May 3, 2021 and June 7, 2021 at 5:30 p.m.

Motion to approve the date of the next meeting made by Board Member Dr. Glantz;

Second to the motion Vice-President Jarvis;

Motion passes unanimously

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

15. Attorney-client meeting.

Richard Dreitzer, Board Legal Counsel, did not see a need to close the meeting at this time.

16. Adjournment.

Motion to adjourn the meeting of the Nevada State Board of Podiatry at 6:32 p.m. made by Board Member Dr. Glantz;

Second to motion Board Member Mrs. Baushke;

Motion passes unanimously