

NEVADA STATE BOARD OF PODIATRY

**BOARD MEETING MINUTES OF
May 3, 2021**

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

The meeting was called to order at 5:30 p.m. by Vice-President Dr. Kenneth Jarvis.

Board Members present: Dr. Kenneth Jarvis, Vice-President

Dr. Christine Clark, Secretary/Treasurer;

Dr. Kathyryne Glantz, 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 April 5, 2021 Board of Podiatry meeting minutes.*

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

Second to motion Secretary/Treasurer Dr. Clark;

Motion passes unanimously

4. *Review and approve the financial status of the Board for April 2021.*

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 \$ 4,217.00 and the money market was approximately \$154,507.37. All bills have been paid. Executive Director Cramer reported that \$4,000.00 should be moved to meet the necessary expenses of the Board. It was noted that restitution of \$2,915.00 had been paid by the former executor director. Approximately \$25,100 in restitution remains. The financial statements for May were not available yet and will be presented for approval at the next meeting.

Motion to approve the finances of the Board for April 2021 made by Secretary/Treasurer Dr. Clark;

Second to motion Vice-President Dr. Jarvis;

Motion passes unanimously

Motion to approve the transfer of \$4,000.00 from the money market to the checking account made by Board Member Dr. Glantz;

Second to motion Vice-President Dr. Jarvis;

Motion passes unanimously

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

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

- There are 161 active podiatric physicians. No new podiatric physician licenses have issued since the last Board meeting.
- No new complaints have been received.
- There are 47 licensed podiatry hygienists. One new podiatry hygienist licenses have issued.

On April 30, 2021, Vice-President Jarvis and Executive Director Cramer participated in a Zoom call for the annual meeting of the Federation of Podiatric Medical Boards. The meeting lasted approximately two hours and included Covid-19 updates and the regulatory round robin which included continuing medical education, APMLE Part II CSPE, use of physician assistants and podiatric medical assistants, vaccinations, telehealth, patterns or trends with complaints during the pandemic, and opioids/controlled substances/PMP.

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 Group gave an overview of the progression of the session with less than 30 days remaining in the calendar before Sine Die on May 31, 2021. At the time of Ms. Lunsford's report many of the bills that Carrara Group is tracking on behalf of the Board were exempt from the traditional scheduling timeline and therefore were still viable. The next deadline is May 14, 2021 for second committee passage. The next deadline after that is May 21, 2021 for second house passage. There is limited access to the Legislative Building at this time under strict Covid-19 protocols. Mr. Lunsford reported on SB 335 and its present posture.

This item was a report only.

7. Review, discussion and potential action regarding bills to be tracked for the 81st (2021) Session (Discussion/For possible action) Carolyn Cramer, Executive Director

The Board reviewed the bill tracking report.

Motion to approve the activities in the bill tracking document made by Board Member Dr. Glantz;

Second to the motion Secretary/Treasurer Dr. Clark;

Motion passes unanimously

8. Review, discuss, the presentations of Certemy and Thentia (Discussion/For possible action)

Both Certemy and Thentia gave the Board written proposals. This item was part of the discussion of item 9.

9. Review, discuss, the cost, expense and benefit of licensing software (Discussion/For possible action) Carolyn Cramer, Executive Director

Certemy's cost is \$5,000 for less than 300 licensees each year for a five-year term. Thentia has a different model of \$2.00 per licensee per month with the new term calculation at the time of the annual commencement of the contract term. At this time, it is recommended that one of the vendors be retained to try and negotiate a contract.

Motion to approve Certemy and present a contract for the Board's approval at its next meeting made by Secretary/Treasurer Dr. Clark;
Second to the motion Board Member Dr. Glantz;
Motion passes unanimously

10. Review and approval changing the signature authority on the Checking and Money Market accounts and all matters relating thereto.

Executive Director Cramer asked for two volunteers one from southern Nevada and one from northern Nevada, to have signature authority on the checking and money market accounts for the Board at Nevada State Bank. Vice-President Dr. Jarvis persuaded the volunteers to agree to be listed as signatures on the Board checking and money market accounts.

Motion made to the accept the volunteers of Secretary/Treasurer Dr. Clark and Board Member Dr. Glantz made by Vice-President Dr. Jarvis;
Second to motion Board Member Dr. Glantz;
Motion passes unanimously

11. Review, discussion and election for new Board officers and all matters related thereto.
(Discussion/For possible action)

Staff was directed to table this matter until after Governor Sisolak has made his appointment decisions.

Motion made to table the election until Governor Sisolak has made his appointment decision made by Secretary/Treasurer Dr. Clark;
Second to the motion Vice-President Dr. Jarvis;
Motion passes unanimously

12. Future agenda items.

- a. Review and approve May 3, 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, discuss and approve the contract with Certemy
- f. Review, discuss and approve the contract with Richard Dreitzer and Fennemore Craig for legal services
- g. Review, discuss and approve the FY21-22 Budget
- h. Review and discuss the 1st quarter of practice of Dr. Mario Pacada
- i. Election of new Board officers and all matters relating thereto.

Motion to approve the list of future agenda items was made by Board Member Dr. Glantz;
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 June 7, 2021 at 5:30 p.m. in Reno, Nevada with the next tentative meeting date approved August 9, 2021, all at 5:30 p.m.

Motion to approve the date of the next meeting made by Secretary/Treasurer Dr. Clark;

Second to the motion Board Member Dr. Glantz;

Motion passes unanimously

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

15. Attorney-client meeting.

Richard Dreitzer, Board Legal Counsel, does 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 6:23 p.m. made by Board Member Dr. Glantz;

Second to motion Secretary/Treasurer Dr. Clark;

Motion passes unanimously