

# NEVADA STATE BOARD OF PODIATRY

## BOARD MEETING MINUTES OF June 7, 2021

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

The meeting was called to order at 5:37 p.m. by Vice-President Dr. Kenneth Jarvis.  
Board Members present: Dr. Kenneth Jarvis, Vice-President  
Dr. Christine Clark, Secretary/Treasurer;  
Dr. Katheryne Glantz, Board Member;  
Dr. Denise Tropea-Kelly, Board Member;  
Non-Members present: Carolyn J. Cramer, Esq., Executive Director; Richard Dreitzer,  
Esq. Board Counsel; Heather Lunsford and Jenny Reese 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 May 3, 2021 Board of Podiatry meeting minutes.***

Motion to approve the meeting minutes as written by Board Member Dr. Glantz  
Second to motion Secretary/Treasurer Dr. Clark;  
Motion passes unanimously

**4. *Review and approve the financial status of the Board for May 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 \$ 3,013.66 and the money market was approximately \$150,509.90. All bills have been paid. Executive Director Cramer reported that \$15,000.00 should be moved to meet the necessary expenses of the Board and the first payment of the Certemy contract. It was noted that restitution of \$150.00 had been paid by the former executor director. So far approximately \$24,950 in restitution remains.

Motion to approve the finances of the Board for May 2021 made by Board Member Dr. Glantz;  
Second to motion Vice-President Dr. Jarvis;  
Motion passes unanimously

Motion to approve the transfer of \$15,000.00 from the money market to the checking account made by Secretary/Treasurer Dr. Clark;  
Second to motion Board Member Dr. Glantz;  
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.
- Two new complaints have been received.
- There are 49 licensed podiatry hygienists. Three new podiatry hygienist licenses have issued.

Six podiatric physician applications are under review and seven podiatry hygienist applications are under review.

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

Heather Lunsford and Jenny Reese of Carrara Group gave an overview and final report of the 81<sup>st</sup> (2021) Session.

This item was a report only.

**7. Review, discussion and potential action regarding the contract with Certemy(Discussion/For possible action) Carolyn Cramer, Executive Director**

This matter was continued by staff for the next meeting.

**8. Review, discussion and potential action regarding the contract with Richard Dreitzer Esq. and Fennemore Craig for legal services (Discussion/For possible action) Carolyn Cramer, Executive Director**

Executive Director Cramer outlined the contents of the contract for the Board.

Motion to approve the contract for legal services with Richard Dreitzer Esq. and Fennemore Craig made by Board Member Dr. Glantz;  
Second to the motion Secretary/Treasurer Dr. Clark;  
Motion

**9. Review, discuss, and possible approval of FY21-22 Budget (Discussion/For possible action) Carolyn Cramer, Executive Director**

Executive Director Cramer made a presentation to the Board outlining the projected revenues, expenses and the proposed changes to the operating reserve policy.

Motion to approve the FY21-22 Budget made by Secretary/Treasurer Dr. Clark;  
Second to the motion Board Member Dr. Glantz;  
Motion passes unanimously

**10. Review, discussion and potential action, including possibly changing the terms and conditions of the licensure of Mario Pacada, DPM, license number 2067. Possible closed session for the Board to discuss the character, professional competence, alleged misconduct, or physical or mental health of the person as allowed under NRS 241.030 (Discussion/For possible action) Carolyn Cramer, Executive Director**

Vice-President Jarvis asked Dr. Pacada if he wished to proceed in closed session or wished to proceed in public session. Dr. Pacada stated that he wished for the session to be public.

Board Member Dr. Tropea-Kelly disclosed that she is the practice mentor for Dr. Pacada and will be abstaining from acting in this matter as a Board member because of the conflict of interest.

Executive Director Cramer introduced the matter and asked if the remaining Board members had any questions for Board Member Dr. Tropea-Kelly or Dr. Pacada. Executive Director Cramer asked Dr. Pacada if he had any questions for the Board at this time.

Dr. Pacada and Board Member Dr. Tropea-Kelly went over their process for reviewing Dr. Pacada's files and practice with the Board. Dr. Tropea-Kelly noted that there had been no deficiencies that needed addressing with regards to record keeping.

This matter was a report only.

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

A discussion was made by the Board members as to how to proceed.

Motion to have Vice-President Dr. Jarvis volunteered to serve as board president made by Vice-President Dr. Jarvis;  
Second to the motion Secretary/Treasurer Dr. Clark;  
Motion passes unanimously

Motion made to have Board Member Glantz volunteer to serve as board vice-president made by Board Member Dr. Glantz ;  
Second to the motion Secretary/Treasurer Dr. Clark;  
Motion passes unanimously

Motion made to have Secretary/Treasurer Dr. Clark volunteer to serve as board Secretary/Treasurer made by Secretary/Treasurer Dr. Clark;  
Second to the motion Board Member Dr. Glantz;  
Motion passes unanimously

**12. Future agenda items.**

- a. Review and approve June 7, 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 the special session
- e. Review, discuss and approve the Certemy contract
- f. Review and discuss the Medicaid reimbursement issue

Motion to approve items a through f made by Board Member Dr. Glantz  
Second to motion Vice-President Jarvis;  
Motion passes unanimously

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

The next Board meeting is scheduled for August 9, 2021 at 5:30 p.m. in Reno, Nevada with the next tentative meeting date approved October 4, 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. Tropea-Kelly;

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 6:28 p.m. made by Board Member Dr. Glantz;

Second to motion Board Member Dr. Tropea-Kelly;

Motion passes unanimously