

NEVADA STATE BOARD OF PODIATRY

BOARD MEETING MINUTES OF May 9, 2022

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

The meeting was called to order at 5:31p.m. by President Dr. Kenneth Jarvis.

Board Members present: Dr. Kenneth Jarvis, President

Dr. Katheryne Glantz, Vice-President

Dr. Christine Clark, Secretary/Treasurer;

Dr. Denise Tropea-Kelly, Board Member;

Non-Members present: Carolyn J. Cramer, Esq., Executive Director; Richard Dreitzer, Esq. Board Counsel; Jenny Reese, Vice-President Carrara Nevada; Dr. Mario Pacada

Absent: Dr. Mel Minarik, Board Member

Members of the public present: none

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

3. *Review and approve the March 14, 2022 Board of Podiatry meeting minutes.*

Motion to approve the March 14, 2022 meeting minutes as written made by Vice-President Dr. Glantz

Second to motion Secretary/Treasurer Dr. Clark;

Motion passes unanimously

4. *Review and approve the financial status of the Board for March and April 2022 and January and February 2022.*

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 and Executive Director Cramer reported that the checking account balance was \$ 3,352.48 and the money market was \$170, 206.69. All bills have been paid. Since the March 14, 2022 board meeting, \$300 was deposited for restitution paid by the former executive director and approximately \$23,300 remains. Secretary/Treasurer Dr. Clark reported on the money that was transferred from the money market to the checking account to maintain the necessary and ordinary expenses of the Board. Of the \$6,000 that was approved by the Board at the March 14, 2022 meeting only \$3,000 was moved so as of this meeting no additional dollars to be transferred at this time as \$3,000 may still be transfer per the March 14, 2022 vote.

Motion to approve the finances of the Board for March and April 2022 made by Vice President Dr. Glantz;

Second to motion Board Member Dr. Tropea-Kelly;

Motion passes unanimously

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

Executive Director Cramer indicated the following had occurred since the last meeting:

- There are 162 active podiatric physicians. Two licenses have issued. Six active applications are pending.
- There are 57 active podiatry hygienists. Five licenses have issued. Four applications are pending.
- One complaint has been received.

Dr. Mel Minarik has been appointed to the Board as our public member by Governor Sisolak. We are very lucky to have someone with Dr. Minarik's background and experience appointed to the Board. Dr. Minarik was not able to make this Board meeting but will join the Board at its next meeting in June.

The next meeting is the budget meeting.

This was a report only.

6. Review, discussion and potential action regarding the legislative matters and the Interim Session reported by Carrara Group LLC.

Jenny Reese gave an update on the interim session and the work of the legislature during the interim period. Ms. Reese reported that the election season was starting to heat up and that during this time the Carrara Group had been meeting with newly elected legislators to educate them about the Board and the reimbursement issue that is of interest to the profession. This was a report only.

7. 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

As a preliminary matter, Board member Dr. Tropea-Kelly disclosed that she is Dr. Pacada's practice mentor and would abstain from voting in this matter, if a vote was required. Dr. Pacada consented to his review being heard in public. Dr. Pacada asked the Board if he could have his own practice in addition to working at Toe-Tal Family Podiatry. Board Member Dr. Tropea-Kelly addressed the Board outlining the activities she is performing as Dr. Pacada's practice monitor

and his continued satisfactory performance. The Board members voiced some questions including what kind of licensing would Dr. Pacada need from the Nevada Board of Pharmacy. Board Counsel suggested he contact the Board of Pharmacy to get further clarification.

Motion to table the discussion for Board Counsel to get licensure clarification from the Nevada Board of Pharmacy made by Vice President Dr. Glantz;

Second to the Motion Secretary/Treasurer Dr. Clark

Motion passes unanimously.

8. Review, discussion and potential action regarding the contract for auditing services with Casey Neilon Inc.

Executive Director Cramer gave a brief overview of the contract and answered the questions of the Board Members.

Motion to approve the Casey Neilon Inc. contract for \$9,750.00 made by Vice President Dr. Glantz;

Second to the motion Secretary/Treasurer Dr. Clark;

Motion passes unanimously

9. Review, discuss and potential action on CME requirements for the 2022 renewal period.

Executive Director Cramer gave the Board a copy of the CME policy that was used for the last CME renewal period for its review and approval. The Board Members had some questions on the past enforcement of the policy for Executive Director Cramer answered.

Motion to approve the CME policy made by Vice-President Dr. Glantz;

Second to the motion Board Member Dr. Tropea-Kelly;

Motion passes unanimously

10. Review, discuss and potential action on public records cost policy.

Executive Director Cramer gave an overview of the issue and asked the Board for direction on how to proceed as she would like to spend some time reviewing the practices of other state agencies before making a recommendation to the Board for modifying or keeping the present policy that was adopted in 2010.

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Motion to refer the public records cost policy to staff for further review made by Secretary/Treasurer Dr. Clark;

Second to the motion Board Member Tropea-Kelly

Motion passes unanimously

11. Future agenda items.

- a. Review and approve May 9, 2022 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
- e. Review and discuss Operating Reserve Fund Policy
- f. Review, discuss a one-time waiving of application fees
- g. Review, discuss and approve the FY 22-23 Budget
- h. Review of Dr. Mario Pacada

Motion to approve items a through h made by Vice-President Dr. Glantz;

Second to motion Board Member Tropea-Kelly;

Motion passes unanimously

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

The next Board meeting is scheduled for June 13, 2022 at 5:30 p.m. in Reno, Nevada with the next tentative meeting date approved August 8, 2022 at 5:30 p.m.

Motion to approve the date of the next meeting made by President Jarvis;

Second to the motion Secretary/Treasurer Dr. Clark;

Motion passes unanimously

13. Public Comment. No members of the public present at this time.

14. Attorney-client meeting.

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

15. Adjournment.

Motion to adjourn the meeting of the Nevada State Board of Podiatry at 6:18 p.m. made By Vice-President Dr. Glantz;

Second to motion President Dr. Jarvis;

Motion passes unanimously