

NEVADA STATE BOARD OF PODIATRY

BOARD MEETING MINUTES OF November 14, 2022

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

The meeting was called to order at 5:36 p.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 and Jenny Reese of Carrara Nevada

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 October 3, 2022 Board of Podiatry meeting minutes.*

Motion to approve the October 3, 2022 meeting minutes as corrected made by Secretary/Treasurer Dr. Clark;

Second to motion Board Member Dr. Tropea-Kelly;

Motion passes unanimously

4. *Review and approve the financial status of the Board for September and October 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 \$ 7,750.70 and the money market was \$ 189,240.05 as of the date of the meeting. All bills have been paid. On October 24, 2022, \$34,000.00 was transferred from the checking account to the money market. On November 3, 2022, an additional \$10,000.00 was transferred from the checking account to the money market. Additionally, \$150.00 in restitution was also received from the former executive director. The final audit was sent to the Legislative Council Bureau Audit Division on October 27, 2022.

***Page 2 of 4,
Board of Podiatry-Minutes***

Motion to approve the finances of the Board for September and October 2022 made by Vice-President Dr. Glantz;

Second to motion Secretary/Treasurer Dr. Clark;

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 151 active podiatric physicians. No new licenses have issued. Four applications are under active review.
- There are 49 active podiatry hygienists. No new licenses have issued. Five applications are pending.
- No complaints have been received.

The renewal season has ended, but there maybe a few late filers still. The licensing software has had some issues, but those are being worked through.

This was a report only.

6. Review, discussion, potential action regarding election matters and the next general session of the legislature reported by Carrara Group LLC

Jenny Reese from the Carrara Group LLC gave a brief report on the general election results and the future legislative session which will start on February 6, 2023.

This was a report only.

7. Review, discussion, potential action and approval of plan for reducing the operating expenses of the Board for the FY 22-23 budget, including a discussion of the lease.

Staff gave an update of the state of discussions with the property management team for Airport Garden Investors. Executive Director Cramer asked for a motion to allow for the Board Staff to pay the Occupational Therapy Board \$150.00 a month until the lease is terminated at Airport Gardens.

Motion to pay the Occupational Therapy Board \$150.00 per month until the Board can terminate its lease with the Airport Garden Investors on the first of the month made by Secretary/Treasurer Dr. Clark;

Second to motion President Dr. Jarvis;

Motion passes unanimously

8. Review, discussion, potential action and approval of delegating authority to the Executive Director to find a new location for the Board office and enter into an agreement with the State Board of Occupational Therapy to enter into a co-location agreement and discontinue the present lease at the Airport Gardens.

Executive Director Cramer gave a brief summary of the present posture between the parties.

Motion to allow the Executive Director to enter into the co-location agreement with the State Board of Occupational Therapy made by Vice-President Dr. Glantz;

Second to motion Board Member Dr. Tropea-Kelly;

Motion passes unanimously

9. Future agenda items.

- a. Review and approve November 14, 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. Discount for renewal fees for active military
- f. Airport Gardens lease
- g. Review of Dr. Mario Pacada

Motion to approve items a through g made by President Dr. Jarvis;

Second to motion Vice-President Dr. Glantz;

Motion passes unanimously

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

The next Board meeting is scheduled for January 9, 2023 at 5:30 p.m. in Reno, Nevada and by Zoom, with the next tentative meeting date approved March 6, 2023 at 5:30 p.m.

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

Second to the motion Secretary/Treasurer Dr. Clark;

Motion passes unanimously

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

12. Attorney-client meeting.

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

13. Adjournment.

Motion to adjourn the meeting of the Nevada State Board of Podiatry at 6:01 p.m. made by Secretary/Treasurer Dr. Clark;

Second to motion Board Member Dr. Tropea-Kelly;

Motion passes unanimously