

# NEVADA STATE BOARD OF PODIATRY

## BOARD MEETING MINUTES OF June 12, 2023

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

The meeting was called to order at 5:32 p.m. by President Dr. Kenneth Jarvis.

Board Members present: Dr. Kenneth Jarvis, President

Dr. Kathyryne Glantz, Vice-President;

Dr. Christine Clark, Secretary/Treasurer;

Dr. Melanie Minarik, Board Member;

Non-Members present: Carolyn J. Cramer, Esq., Executive Director; Richard Dreitzer, Esq. Board Counsel; and Jenny Reese and Aodhan Downey of Carrara Nevada

Absent: and. Dr. Denise Tropea-Kelly, 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 May 15, 2023 Board of Podiatry meeting minutes.***

Motion to approve the May 15, 2023 meeting minutes 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 April and May, 2023***

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 \$7,952.91 and the money market was \$152,343.86 as of the date of the meeting. All bills have been paid. On April 25, 2023, \$7,500.00 was transferred from the money market to the checking account to make sure that there was liquidity in the checking account to cover necessary bills. Secretary/Treasurer Dr. Clark authorized two additional transfers of funds one for \$2,000.00 and an additional \$7,500.00 on May 30, 2023. The final check to the government affairs vendor Carrara Nevada has been paid but not cashed. There will be on going bills of the Board's moving expenses, a new telephone number, and envelopes and letterhead. The Certemy bill of \$5,000.00 will also be due this month. It is suggested that at least \$10,000.00 be transferred at this time to cover these additional expenses.

Motion to approve the finances of the Board for April and May 2023 was made by President Dr. Jarvis;

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

Second to the Motion Board Member Dr. Minarik;

Motion passes unanimously

Motion to approve the transfer of \$10,000.00 as needed from the money market to the checking account was made by Secretary/Treasurer Dr. Clark;

Second to the motion Board Member Dr. Minarik;

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 160 active podiatric physicians. Two new licenses have issued. Six applications are under active review.
- There are 63 active podiatry hygienists. Two licenses have issued. Two applications are pending.
- One complaint has been received.

The moving of the office will occur on June 13, 2023, along with the new telephone number from AT&T. The transfer of the bank account is the next priority and is well underway. The Certemy computer system is already ready for the next renewal season.

This was a report only.

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

Jenny Reese gave a brief report on the end of the current legislative session and the special sessions underway. Ms. Reese stated that many of the current bills are under consideration by Governor Lombardo and many bills have been vetoed. Ms. Reese opined that it was still too early to fully understand the impact of the general session until all the special sessions conclude and Governor Lombardo has a chance to review all legislation. Ms. Reese stated that a more comprehensive report would be available by the next Board meeting.

This was a report only.

**7. *Review, discussion and potential action, regarding Nevada Department of Public Safety training acknowledgement (Discussion/For possible action)***

Executive Director Cramer gave a brief overview of the training acknowledgement and why it is necessary to complete the form.

Motion to complete the DPS training for reimbursement 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 creation of a committee of licensees to review the scope of practice for podiatric physicians under NRS chapter 635.***

Executive Director Cramer reported that so far 13 DPMs have expressed interest in participating in the scope of practice group. A brief outline of the format was discussed and Vice-President Dr. Glantz wanted to make sure that a DPM of the discussion group would be available to present the final report of the group and answer questions of the Board. Board Counsel, Mr. Dreitzer, offered to lend legal support to the scope of practice review project.

This was a report only.

***9. Future agenda items.***

- a. Review and approve June 12, 2023 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 activities
- e. Review and discuss report from staff on committee for scope of practice review;
- f. Review and discuss Dr. Pacada;
- g. Review and discuss Budget for FY 23-24.

Motion to approve items a through g made by Board Member Dr. Minarik;

Second to motion Secretary/Treasurer Dr. Clark;

Motion passes unanimously

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

The next Board meeting is scheduled for August 7, 2023 at 5:30 p.m. in Reno, Nevada and by Zoom, with the next tentative meeting date to be October 9, 2023 at 5:30 p.m.

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

Second to the motion Secretary/Treasurer Dr. Clark;

Motion passes unanimously

*11. Public Comment.* None

*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 6:08 p.m. made by Board Member Dr. Minarik;

Second to motion Secretary/Treasurer Dr. Clark;

Motion passes unanimously