

1 STATE OF ALASKA
2 DEPARTMENT OF COMMERCE, COMMUNITY
3 AND ECONOMIC DEVELOPMENT
4

5 March 7-8, 2019
6

7 By authority of AS 08.065.020 and in compliance with the provision of AS 44.62, Article 6,
8 a scheduled meeting of the Board of Physical and Occupational Therapy was held via ZOOM
9 333 Willoughby Ave, 9th Floor, Conference Room A, Juneau AK
10

11 **Thursday March 7, 2019**
12

13 **Agenda Item 1 – Call meeting to order/roll call**
14

15 Ruth Kostik, Public Member and Chair of the Board of Physical Therapy and Occupational Therapy called the
16 meeting to order at 8:01 a.m. This meeting was public noticed in the Anchorage Daily News and the Online
17 Public Notice on February 15, 2019.
18

19 Roll call, those present, constituting a quorum of the Board, were:
20

21 Jennifer Carlson, PT
22 Keith Poorbaugh, PT
23 Robert Calhoon, OT
24 Enlow Walker, Physician
25 Ruth Kostik, Public Member, Chair
26 Mari Margaret Celeste Tydingco, OT joined the meeting at 8:33 a.m.
27

28 Board members with approved absence: James Parietti, PT
29

30 Staff Present:

31 Sonia Lipker, Senior Investigator
32 Erika Prieksat, Investigator
33 Marilyn Zimmerman, Paralegal
34 Melissa Dumas, Administrative Officer II
35 Marylene Wales, Accountant III
36 Jun Maiquis, Regulations Specialist
37 Hannah Hamburg, Publications Specialist
38 Connie Petz, Licensing Examiner
39

40 **Agenda Item 2 – Consent Agenda**
41

42 Ms. Kostik asked all board members to confirm they had read the October and January final minutes.

43 **ON A MOTION BY CARLSON, SECONDED BY POORBAUGH TO APPROVE THE CONSENT**
44 **AGENDA FOR OCTOBER 4-5, 2018 AND JANUARY 16, 2019 MINUTES AS FINAL.**
45 **ALL IN FAVOR, NO NAYS. MOTION PASSED.**

46
47 Ms. Kostik signed both the October 2018 and January 2019 final minutes.

48
49 TASK: Staff will publish final minutes to the website.

50
51 **Agenda Item 3 – Review/Approve Agenda**

52
53 **ON A MOTION BY CARLSON, SECONDED BY CALHOON TO APPROVE THE AGENDA AS**
54 **DRAFTED FOR PHYSICAL AND OCCUPATIONAL THERAPY BOARD MARCH 7-8, 2019.**
55 **ALL IN FAVOR, NO NAYS. MOTION PASSED.**

56
57 **Agenda Item 4 – Ethics Reporting**

58
59 Per AS 39.52.130 Ethics Gift two board members who attended meetings where agencies covered their travel
60 expenses completed their ethics gift disclosure forms.

61
62 Jennifer Carlson disclosed and signed the ethics gift disclosure form for attendance to the Federation of State
63 Boards of Physical Therapy (FSBPT) Annual Meeting October 24-26, 2018 in Virginia. Estimated value of
64 \$1900.00 which covered airfare, lodging, meals, parking and ground transportation. Ms. Kostik, as chair is the
65 designated ethics supervisor for board members and she signed Ms. Carlson's form.

66
67 Ruth Kostik disclosed she received airfare, lodging, meals, parking and ground transportation for the Federation
68 of State Boards of Physical Therapy (FSBPT) annual meeting in Virginia October 24-26, 2018. Estimated value of
69 \$1900.00. She signed her ethics disclosure form and staff will forward to the appropriate designated ethics
70 supervisor for board chairs for signing.

71
72 Board members, Walker, Poorbaugh, Tydingco, Calhoon and staff did not have any ethical situations to report.
73 Ms. Carlson disclosed she abstained from voting for applications for licensure for Anders Carlson and Hannah
74 Boyer due to conflict of interest.

75
76 Staff reminded the board they should always abstain from voting for anyone who they have a relationship;
77 employee, family etc. to avoid any conflicts of interest.

78
79 Kostik and Carlson both shared they appreciated attending the FSBPT annual meeting. The topics are relevant,
80 they learned about many current issues. Dry needling is a hot topic. Mr. Calhoon OT stated he is educated in dry
81 needling to reduce pain and that it is part of his practice. Staff shared that the AOTA states dry needling is not
82 part of the OT practice. However, the board discussed they do not have a double standard for the professions.
83 The board does not dictate what a therapist can or cannot do, they continue to state a licensed provider is able
84 to provide services with treatments in their field when they are trained in that modality.

85
86 Kostik shared the FSBPT disciplinary action matrix and now understands it much better. She learned the majority
87 of time spent by boards on discipline is for continuing education.

88
89 TASK: Staff will forward completed ethics gift disclosure forms.

90
91 **Agenda Item 5 – Old Business/Tasks**

92
93 Staff informed the Board all old business is included in the board packet under the specific agenda items.

94
95 **The board deviated to Agenda Item 7 – Paralegal Report**

96
97 Paralegal Marilyn Zimmerman shared her process for contacting licensees about audits. She asked the board to
98 identify the courses they accept and the ones they don't accept prior to forwarding certificates to her. Even
99 when the certificate completion date is after the renewal date. Then she can provide complete information in
100 her first contact letter for the licensee.

101
102 Ms. Zimmerman then advises a licensee which documentation the board accepted and what is still required.
103 They have another opportunity to provide completed certificates for that audit period. Once an audit is
104 considered complete, the board would be contacted via the licensing examiner to review any new certificates or
105 the licensee may be offered a consent agreement to consider. The board would review and vote on the consent
106 agreement at the next board meeting.

107
108 Ms. Carlson asked about altered certificates, specifically those without an address where a licensee writes it on
109 their certificate to make it complete. Ms. Zimmerman said if it's an official certificate, she would accept a
110 handwritten address because that address could be verified.

111
112 When the board approves an audit with handwritten addresses, staff will remind any licensee in their final audit
113 approved letter of 12 AAC 02.960(a) (1-5) so they can secure complete certificates of completion in the future.

114
115 The board thanked Ms. Zimmerman for attending the meeting.

116
117 **Agenda Item 6 – Investigative Report**

118
119 Investigator Erika Prieksat informed the board they opened three (3) matters and closed five (5) matters. Three
120 (3) matters remain on going.

121
122 Sonia Lipker, Senior Investigator asked the board to enter executive session for board member review training.

123
124 **CARLSON CALLED FOR A MOTION TO ENTER EXECUTIVE SESSION, THE ALASKA BOARD OF PHYSICAL**
125 **THERAPY AND OCCUPATIONAL THERAPY IS RESOLVED TO ENTER EXECUTIVE SESSION IN ACCORDANCE**
126 **WITH AS 44.62.310(C) (2) AND (3), AND THE ALASKA CONSTITUTIONAL RIGHT TO PRIVACY**
127 **PROVISIONS, FOR THE PURPOSE OF TRAINING ON INVESTIGATIONS. SECONDED BY TYDINGCO. ROLL**
128 **CALL VOTE, KOSTIK, TYDINGCO, CARLSON, POORBAUGH, CALHOON, WALKER. MOTION PASSED**
129

130 **Ms. Kostik stated Board members, staff Lipker, Prieksat and Petz will all stay in the room.**

131
132 Off record at 8:52 a.m.

133 On record at 9:25 a.m.

134
135 The board members completed investigative review training in Executive session.

136
137 There was brief discussion that the Federation of State Boards of Physical Therapy (FSBPT) has developed a
138 Disciplinary Action Matrix. The board will see if the FSBPT would be available to present it to the entire board at
139 the next meeting. Investigative staff asked to be present during that portion of the October 2019 meeting.

140
141 The board thanked Ms. Lipker and Ms. Prieksat for attending the meeting.

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TASK: Staff will request the FSBPT present the Disciplinary Action Matrix at the October 3-4, 2019 board meeting.

BREAK off record at 9:26 a.m. and back on record 9:38 a.m. All board members present.

Staff went over the revised physical therapy application with the board. Among many improvements' applicants for physical therapy licensure can now report if they are a member of the physical therapy licensure compact (PTLC) and identify each compact privilege they hold. The division's new publications specialist Hannah Hamburg was introduced to the board. She and staff (Chelsea Childress and Connie Petz) worked together to complete the revision of the physical therapy application.

Agenda Item 8 – Budget

Melissa Dumas, Administrative Officer II and Marylene Wales, Accountant III attended the meeting and reviewed the FY18 final budget up through FY19 2nd quarter. Ms. Dumas was asked to explain personal services and identify who is charging to the board. She will look into it and inform staff.

The board thanked Ms. Dumas for attending the meeting.

TASK: Staff to follow up with Ms. Dumas and inform the board.

Agenda Item 9 – Audit Review

The Board reviewed audits and determined which ones were complete, identified items that needed additional information or need to be forwarded to the paralegal.

The Board again discussed clinical supervision certificate. Staff read "12 AAC 54.420(c) To be accepted by the board, a continuing education course or activity must contribute directly to the professional competency of a physical therapist or physical therapy assistant and must be directly related to the skills and knowledge required to implement the principles and methods of physical therapy, as that term is defined in AS 08.84.190". The board will continue to discuss the educational requirements during the continuing competency agenda.

The Board reviewed and approved for continuing competency professional practice hours and continuing education for:

ON A MOTION BY CARLSON, SECONDED BY Tydingco to approve the audits listed.
MONICA ROE PHYP1702
MAVRICK KUZMIN 115860
ERIC AHRNS 122501
THOMAS BELLAMA PT PHYP2912
SHARON RICHARDS PHYP91
MARY ANN PAUL PHYP98
CYNTHIA MATHIS PHYO1785
ALL IN FAVOR, NO NAYS. MOTION PASSED.

TASK: Staff to follow up with the licensess who need additional documentation, notify all who passed their audit and forward others to the paralegal as directed by the board.

190
191 **BREAK OFF RECORD AT 11:18 A.M. BACK ON RECORD AT 11:25 A.M.** All board members present.

192
193 It was noted, one audit for physical therapist Suzan Rheault PHYP1707 was missed in the prior motion.

194
195 **ON A MOTION BY CARLSON, SECONDED BY POORBAUGH APPROVE PHYP1707 FOR CEU**
196 **AUDIT AND PRACTICE HOURS. ALL IN FAVOR, NO NAYS. MOTION PASSED.**

197
198 **Agenda Item 10 – Correspondence**

199
200 Board members reviewed correspondence and determined which ones required a response. They also
201 determined each response by staff that were appropriate and discussed some questions appeared to be
202 business practice related which is not under the boards' responsibility or their role.

203
204 NBCOT request for staff on joint boards – staff responded based on historical board experience. Board agreed
205 staffs email response was adequate.

206
207 Chip Hurst had a question for the Board and they drafted a letter of response for staff to forward to him.

208
209 Alec Levesque Supervision of PTAs – Board agreed staff email response was adequate.

210
211 Graston email – Board agreed staff email response was adequate.

212
213 FSBPT 2019 Budget Letter and Budget – Information for board, no response required.

214
215 Harris RE: Dry Needling – Letter drafted with standard response, the role of the board does not dictate what a
216 therapist can or cannot do. The law requires physical therapists to practice within the boundaries of their scope
217 of practice and advanced training.

218
219 FSBPT email asking board to review their roster for Verifying Your Approver List in aPTitude, Board agreed that
220 the names listed are approved providers for Alaska. Staff will inform FSBPT.

221
222 Chad Aubin asking if a retired military PTA who have not taken the NPTA exam could receive a license. Sara
223 Chambers asked the board to review AS 08.01.064 Military education. The Board does not believe education
224 equivalency would exempt the applicants from having to sit for the national exam. To be eligible to sit for the
225 exam, the applicant would need a credentials review conducted by a third party using the appropriate Course
226 Work Tool to demonstrate their training was substantially equivalent to an accredited program.

227
228 **LUNCH BREAK OFF RECORD AT 11:59 A.M. BACK ON RECORD 1:02 P.M.**

229
230 Ms. Kostik roll call, Tydingco, Carlson, Poorbaugh, Calhoon, Walker, Kostik and staff Petz were present.

231
232 Staff informed the board that Ms. Dumas provided a breakdown for personal services in the budget which
233 included investigators and other staff who filled in while examiner Petz was out on medical.

234

235 Ms. Kostik reminded board members to state on the record when they need to step away during the meeting.
236 This is to have it noted in the minutes and to make sure we have a majority of the board present to continue
237 with board business during the meeting.
238

239 **TASK:** Staff will forward all board correspondence to the appropriate parties.
240

241 **Agenda Item 11 – Public Comment**

242
243 No public attended the meeting.
244

245 **Agenda Item 12 – Legislation Discussion**

246 Senator Giessel had introduced SB47 to the Alaska State Legislature. The board sent letters requesting support
247 for SB47 to multiple agencies. The Alaska Occupational Therapy Association (AKOTA), Alaska Physical Therapy
248 Association (AKPTA), American Occupational Therapy Association (AOTA), American Physical Therapy
249 Association (APTA), Federations of State Boards of Physical Therapy (FSPBT) and the National Board of
250 Certification of Occupational Therapy (NBCOT). Ms. Kostik had also sent a letter of support from the Board for
251 this bill to the senator.
252

253 Both the AOTA and FSBPT had responded with letters to Senator Giessel before the board meeting. It is hoped
254 the other agencies will respond and send letters to Senator Giessel and the bill will continue to move forward.
255

256 Board members discussed a letter from Leslie Adrian from the FSBPT in response to SB47 regarding foreign
257 trained and TOEFL requirements. Her letter recommends more statute changes for language but the board did
258 not agree with the recommendation.
259

260 It was noted the Alaska regulation TOEFL scores are not consistent with the new FSBPT scores.
261

262	AK score requirements versus	FSBPT scores
263	Writing – 24 points;	Writing 22
264	Speaking – 26 points;	Speaking 24
265	Reading – 21 points;	Reading 22
266	Listening – 18 points.	Listening 21

267
268 The Board may consider a future regulation to amend the Alaska scores with TOEFL to mirror the FSBPT score
269 requirements. This may avoid requiring applicants to take a second TOEFL when they apply in Alaska.
270

271 **TASK:** Kostik will craft a letter to send to Senator Goessel's' office that will explain why the board is not in
272 agreement with FSBPT recommendations for Foreign trained.
273

274 **TASK:** Kostik will speak with Jane Conway to set up a hearing and she has been in contact with
275 Representative Ivy Spohnholz to see if she will consider sponsoring the bill in the House of Representatives.
276

277 Ms. Tydingco will reach out to House Representative Jonathan Kreiss-Tomkins and will let him know that Ms.
278 Spohnholz has also been contacted.
279

280 All board members will sign up for the Bill Tracking Management System. They are aware of the importance of
281 being available when the hearing is scheduled as well as on short notice if necessary.
282

283 **TASK:** Staff will forward legislative directions to all board members and create a resource folder in
284 OnBoard for all board members to have access to the historical background for SB47.

285
286 **Agenda Item 13 – Applications**

287
288 Board members discussed some technical aspects of license applications and forms. It is expected the applicant
289 or source provider will complete them correctly. If not, staff will work with the applicant or the provider as
290 needed. Those with a compact privilege reported on their application will report where they practice and under
291 which license or privilege they have authority to practice.

292
293 The board reviewed two applications and determined one met the qualifications for license.

294
295 **ON A MOTION BY CARLSON, SECONDED BY WALKER TO APPROVE JENNIFER LIS, APPLICATION BY**
296 **CREDENTIALS FOR PHYSICAL THERAPY. ALL IN FAVOR, NO NAYS. MOTION PASSED**

297
298 **TASK:** Staff will issue license for Ms. Lis and follow up with one applicant for additional information, then return
299 that application to the board via OnBoard for a vote.

300
301 The Board reviewed one request for a course approval. They determined the content was accepted but the
302 certificate was incomplete. Securing a complete and qualifying certificate is outlined in the statutes and
303 regulations. Educating licensees is the goal.

304
305 **TASK:** Staff will inform licensee to secure a fully complete certificate and provide directions on how to review
306 the statutes and regulations to determine future courses per state law.

307
308 **BREAK off record at 2:22 p.m. and back on record 2:32 p.m.** All board members present.

309
310 **Agenda Item 14 – Regulation Project**

311
312 Staff reminded the board the NBCOT re-certification requirements allow many competency items the board has
313 not accepted for continuing education content in past audits. Board members thought this was ok as they are
314 working on competency changes on all levels. One example from Ms. Carlson was that a person who submits an
315 article for publication in a magazine is doing research and they are educating themselves in order to write that
316 article. That is one form of self-education. This topic will be discussed further under continuing competency.

317
318 Jun Maiquis, Regulations Specialist joined the meeting and reviewed the draft regulations with the board. It was
319 determined that one part of the regulation 12 AAC 54.405(b) was not correct and they requested it be removed
320 as this involved volunteer work and the board would not want that to be repealed.

321
322 **ON A MOTION BY CARLSON, SECONDED BY TYDINGCO TO APPROVE THE REGULATIONS CHANGES**
323 **DRAFT TO GO OUT FOR WRITTEN PUBLIC COMMENT. ALL IN FAVOR, NO NAYS. MOTION PASSED.**

324
325 Mr. Maiquis explained once the regulations are approved by upper management they are sent out for public
326 notice which will include a 30 day written public comment period. Then the board will review and determine if
327 any changes are needed before they will proceed to the next step in the process.

328

329 Staff explained, when the final regulation draft is completed they will be sent via email to all licensees who
330 opted in for email correspondence. The rest will be mailed to the address of record along with people who are
331 signed up for regulations on the interested parties list.

332
333 The board will consider a teleconference to review written public comment later in the meeting.

334
335 **TASK:** Staff will forward the motion and recap of the regulations to proceed to Jun Maiquis.

336
337 **BREAK OFF RECORD AT 2:22 P.M. BACK ON RECORD AT 2:32 P.M.** All board members present.

338
339 **Agenda Item 15 – Continuing Competencies**

340
341 Jennifer Carlson recapped the educational competency wording she provided for the board packet for potential
342 future changes in how to receive credit for education. She mocked up current regulations to include new
343 verbiage to allow for many forms of education. She will create templates for the board to consider at the next
344 meeting that could assist licensees in “how to document” various activities. In addition, she will mock up
345 certificate templates which could be completed for course/activity content and then validated by the agency
346 where presented. Board members questioned how someone would be able to document a research project.
347 Perhaps, it would could be worded as “participation in group research activities”. This is still a work in process
348 and the board will continue working towards revising continuing competency for regulation change at the next
349 meeting.

350
351 There was discussion about what to call competency. If the board changed continuing competency to continuing
352 professional development, it would not meld with centralized regulations. This would be like NBCOT wording of
353 professional development units (PDU) which does not meld with continuing competency in name or even in how
354 the PDU calculates time. A contact hour is 50 minutes, a PDU is 60 minutes.

355
356 Staff explained the aPTitude program with FSBPT is only a tracking system and they do not approve educational
357 content. This is the board’s responsibility during the audit process.

358
359 It was noted that projects are so far apart that progress is delayed. Ms. Carlson will work on making an outline of
360 recommended changes (similar to the legislative goals project). She will include an explanation for each one to
361 help all members in tracking the direction of this project.

362
363 **TASK:** Carlson – outline of competency ideas. Staff will create a competency resource folder in OnBoard to keep
364 the history of this project.

365
366 **Agenda Item 16 – Foreign Educated**

367
368 Jennifer Carlson recapped the work she has completed for the foreign educated project. Board members are
369 aware that the entire regulation for foreign trained will need to be amended in anticipation of SB47 as well as
370 the need to revise the process to help a foreign educated (currently the wording is foreign trained) applicant
371 secure a license in Alaska. It is noted some of the laws to consider amending will need to be aligned with FSBPT
372 requirements. As it stands, current law could hinder a future applicant unless these regulations are addressed.

373
374 The board will create a list of goals of what they will consider amending in a future regulation project.

375
376 **TASK:** Staff will create a foreign trained resource folder in OnBoard for this project.

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RECESS at 3:27 p.m.

March 8, 2019

Agenda Item 17 – Call Meeting to Order/Roll Call

Ms. Kostik called the meeting to order at 8:02 a.m. Roll call, those present, constituting a quorum of the Board, were Tydingco, Carlson, Poorbaugh, Calhoon, Walker, Kostik, and staff Petz.

Keith Poorbaugh signed on at 8:05 a.m.

Board members with approved absence: James Parietti, PT

Agenda Item 18 – Discussion 10 Minute Topics

News of the North Carolina Acupuncture licensing board vs North Carolina Physical Therapy Dry Needling was included in the board packet for future research. It is noted that NC law is similar to Alaska law as they had not defined dry needling in their practice act. Now NC has been acknowledged as having the ability to practice dry needling within their states scope of practice.

The newest draft of the Physical Therapy Licensure Compact (PTLC) was included for the board. The board continues to be in support of the licensure compact but they will not introduce the legislation for it. They hope the Alaska Physical Therapy association will consider introducing it.

The first PTLC compact was enacted April 25, 2017 and as of now, twenty-one states have enacted compact law in their jurisdiction. Seven states have begun issuing privileges. When a licensee holds a home state in the compact, (that license is their permanent address of record). When the licensee wants to apply to any other jurisdictions within the compact that is called a 'privilege' to practice. This privilege location is identified on the FSBPT website. Staff can secure that information from the FSBPT, similar with securing Exam Scores.

The board will continue to monitor and keep track if they will need to change regulations to identify compact licensees.

TASK: Staff will build resource folder in OnBoard titled PHY Compact.

The current Alaska regulation states an applicant needs to document every license ever held in every state. It was asked, when it comes to compact privilege how will we document they have a compact privilege vs an actual verification of license for other jurisdictions? Staff explained each applicant who applies and reflects they are a member of the compact then staff will look up their privilege in the compact date base and include a copy of it in the license application and record. Staff encouraged the board to read the entire compact and suggested they keep a list of questions while they monitor the compact.

Staff included the physical and occupational therapy internship standards 12 AAC 54.535 and 12 AAC 54.830 for the board asking them if they want to review the requirements for the internship? As it now stands, any person can be out of practice for years, not performing services or completing any continuing education and they can get a license in Alaska. Staff asked the board if they want to consider adopting any educational requirements as part of this regulation.

424
425 Discussion ensued on what qualifies a person to re-enter practice and who can be a preceptor an intern.
426 Although opinion based, the FSBPT is correct that you need to have a minimum amount of experience in order
427 to properly supervise or train someone if you are going to be their preceptor. Mr. Poorbaugh identified that
428 some board specialties require 2000 hours. Mr. Calhoon said this is another reason to consider adding
429 professional development requirements because the board is not testing competence.
430

431 Ms. Tydingco said it's important to note that many applicants for licensure are travelers accepting short term
432 assignment's, not working more than 13 weeks anywhere and are essentially always new grads. What is their
433 baseline level, do you want a therapist to always be at the new graduate level and pass the same thing as
434 someone coming from their fieldwork in what they are able to do?
435

436 The Board asked what other jurisdictions allow for an out of practice applicant? This is a research project and
437 will be discussed at the next meeting.
438

439 **TASK:** Tydingco will research what other jurisdictions require to allow a non-practicing professional to re-enter
440 their profession and submit to staff for the October board packet.
441

442 The Board deviated back to an audit review for Elizabeth Myers PHYP1871.
443

444 **MOTION BY WALKER SECONDED BY TYDINGCO TO APPROVE THE AUDIT FOR ELIZABETH MYERS**
445 **PHYSICAL THERAPIST LICENSE PHYP1871. ALL IN FAVOR, NO NAYS. MOTION PASSED.**
446

447 **TASK:** Staff will inform Ms. Myers.
448

449 The Board deviated to the correspondence board members drafted over their lunch hour and finalized letters to
450 Sara Chambers, Lorraine Harris, Alton Spurgeon and Charles Hurst.
451

452 The Board discussed the TOEFL and Ms. Kostik will continue to work with Ms. Conway on SB47 as well as attach
453 the letter from Ms. Adrian for the FSBPT ideas on the statute.
454

455 The Board discussed credentialing agencies are critical for foreign educated. At this point in time there are only
456 two international schools left that are approved by CAPTE for foreign educated physical therapists and CAPTE
457 will not be continuing recertification with either of them. The board does not have the resources to be
458 responsible to evaluate foreign education. They rely on the credentialing agencies to complete that task.
459

460 **TASK:** Staff will forward responses to all parties.
461

462 **Agenda Item 19 – Schedule Meetings**

463
464 The Board scheduled meeting for all board members and for the annual report. They determined they will seek
465 to meet in person for the October 4 - 5, 2019 in Anchorage. They selected March 5-6, 2020 as a ZOOM meeting.
466 It is noted there will be two new board members and potentially three if Ms. Tydingco chooses not to request
467 reappointment for the board.
468

469 A teleconference was scheduled for May 14, 2019 beginning at 12:15 p.m. to discuss the regulation project and
470 review of all written public comment. Staff will have it public noticed in the Anchorage Daily News and the
471 online public comment.

472
473 FSBPT board member training meeting date changed from June 2019 to August 2019, the upcoming fiscal year.
474
475 Break off record at 9:45 a.m. back on at 9:48 a.m. All board members present.
476

477 **ON A MOTION BY CARLSON, SECONDED BY TYDINGCO TO APPROVE THE FOLLOWING OUT OF STATE**
478 **TRAVEL. ENLOW WALKER TO ATTEND THE OCCUPATIONAL THERAPY STATE REGULATORY LEADERSHIP**
479 **FORUM IN BALTIMORE, MARYLAND MAY 21-22, 2019. JENNIFER CARLSON TO ATTEND THE 2019**
480 **LEADERSHIP ISSUES FORUM IN ALEXANDRIA, VIRGINIA JULY 13-14, 2019. JENNIFER CARLSON TO**
481 **ATTEND THE 2019 REGULATORY TRAINING IN ALEXANDRIA, VIRGINIA AUGUST 16-18, 2019. KEITH**
482 **POORBAUGH, JENNIFER CARLSON, STAFF CONNIE PETZ TO ATTEND THE 2019 ANNUAL MEETING AND**
483 **DELEGATE ASSEMBLY IN OKLAHOMA CITY, OKLAHOMA OCTOBER 24-26, 2019. ROB CALHOON OR**
484 **ALTERNATE BOARD MEMBER AND STAFF CONNIE PETZ ARE APPROVED TO ATTEND THE NBCOT 2020**
485 **ANNUAL MEETING. CITY AND DATES TO BE DETERMINED BY THE NBCOT.**
486 **ALL IN FAVOR, NO NAYS. MOTION PASSED.**
487

488 **Agenda Item 20 – FY18 Annual Report**
489

490 Board members reviewed and updated the goals and objectives for the annual report. The completed report is
491 due by June 30, 2019. James Parietti will be responsible to complete the draft narrative for the annual report.
492 Staff will provide the minutes to Mr. Parietti to complete the draft narrative.
493

494 Task: Staff will post the annual report in OnBoard for the board members to review and approve by mail vote.
495

496 **Agenda Item 21 – Other Discussion/Task Follow up**
497

498 The board will utilize the resource folders in OnBoard for viewing standard board meeting items as well as
499 management and review of ongoing projects. Staff will build the folders and identify what is in resources in a
500 board packet.
501

502 Ethics
503 Investigative Process
504 Statutes and Regulations
505 Regulation Projects
506 Legislation SB47
507 Continuing Competencies/Professional Development
508 Foreign Trained Regulatory Goals
509 Compact PTLC (Physical Therapy Licensure Compact)
510

511 **TASKS:**
512

513 Carlson:

- 514 • Continue to work on continuing competency to align with FSBPT model
 - 515 • Create 1-2 paragraph as to why we want to make regulation changes to continuing competency
 - 516 • Work on certificates to post on line for research, student clinical instruction...etc
- 517

518 Tydingco:

- 519 • Research other jurisdictions' for both physical and occupational therapy retry for competency and
520 hours.
521 • Contact Jonathan Kreiss-Tomkins for house support for SB47 legislation.
522

523 Kostik:

- 524 • Contact Ivy Spohnolz for house support for SB47 legislation.
525

526 Staff:

- 527 • Invite FSBPT to present about Disciplinary Action Matrix at October board meeting and invite the boards
528 investigative team to attend during their presentation.
529 • Send audit approved letters and forward parties to paralegal for incomplete audits
530 • Contact all licensees whose audit documents are incomplete
531 • Issue licenses
532 • Send letters to licensee regarding content approval and complete certificate
533 • Forward all board correspondence to appropriate parties
534 • Contact Parietti to complete the draft narrative and then publish annual report to OnBoard for board
535 member votes
536 • Send link to board members for bill tracking management system
537 • Set up Resource Folder in ONBOARD for long term projects and meeting resources.
538

539 Board members were asked to think about any documentation to prepare to back support for legislation and be
540 prepared to answer questions by legislators for the statute change.
541

542 Staff reminded the board that using annotations in the OnBoard program allows them to write notes while
543 reading the board packet. When this tool is used it will expedite discussion during the meetings.
544

545 **22 – Travel Action Summary**

546
547 Staff checked with records licensing supervisor, Joe Bonnell and as this was a ZOOM meeting and as board
548 members did not incur travel the Travel Action Summary would not be required for this meeting.
549

550 **Adjourn Meeting**

551
552 The board having no further business adjourned the meeting at 10:45 a.m.
553

554 Respectfully Submitted:

555 Connie Petz
556
557 Connie Petz, Licensing Examiner

555 10-3-19
556
557 Date

560 Approved:

561 [Signature]
562
563 Ruth Kostik, Chair

561 10/3/2019
562
563 Date