OPEN MEETING MINUTES

State Board of Podiatric Medicine
Conference Call

July 23, 2002 – 4:30 p.m.
Division of Professional Registration
3605 Missouri Blvd.
Jefferson City, Missouri

The conference call meeting of the Missouri State Board of Podiatric Medicine was called to order by Terrence Klamet, DPM, President at 4:40 p.m. on Tuesday, July 23, 2002 at the Division of Professional Registration, 3605 Missouri Boulevard, Suite 370, Jefferson City, Missouri.

Roll Call

Terrence Klamet, DPM, President, took roll call, and all members of the State Board of Podiatric Medicine were present.

Board Members Present

Terrence Klamet, DPM, President
Lorene Van Dam, DPM, Vice-President
Donald Clark, DPM, Member
Marjorie Hughes, Public Member

Staff Present

Patricia Handly, Executive Director
Pamela Schnieders, Clerk IV
Elena Vega, Assistant Attorney General

Approval of Agenda

Motion was made by Marjorie Hughes and seconded by Dr. Van Dam to approve the open agenda as submitted. Motion carried unanimously with all members participating.

Approval of Minutes

- **March 16, 2002 Open Meeting Minutes**
  Motion was made by Dr. Van Dam and seconded by Marjorie Hughes to approve the March 16, 2002 open meeting minutes as submitted. Motion carried unanimously with all members participating.

- **April 9, 2002 Open Mail Ballot Meeting Minutes**
  Motion was made by Dr. Van Dam and seconded by Marjorie Hughes to approve the April 9, 2002 open mail ballot meeting minutes as submitted. Motion carried unanimously with all members participating.

- **<u>May 14, 2002 Open Mail Ballot Meeting Minutes</u>**
  Motion was made by Dr. Van Dam and seconded by Marjorie Hughes to approve the May 14, 2002 open mail ballot meeting minutes as submitted. Motion carried unanimously with all members participating.

- **<u>June 21, 2002 Open Mail Ballot Meeting Minutes</u>**
  Motion was made by Dr. Van Dam and seconded by Marjorie Hughes to approve the June 21, 2002 open mail ballot meeting minutes as submitted. Motion carried unanimously with all members participating.

- **<u>June 27, 2002 Open Mail Ballot Meeting Minutes</u>**
  Motion was made by Dr. Van Dam and seconded by Marjorie Hughes to approve the June 27, 2002 open mail ballot meeting minutes as submitted. Motion carried unanimously with all members participating.

Executive Director's Report
Patricia Handly reported on the FY2002 Monthly Fund Balance Sheet. Year-end figures are not complete since 2002 revenue and expenses are still being processed. The total revenue received, as of July 11, 2002 is $85,151.81. The projected FY2002 Ending Fund Balance is $94,991.81. An update will be given at the November meeting to include Actual Ending Totals for FY2002 and Beginning Totals for FY2003.
Patricia Handly reported effective July 1, 2002, Office of Administration adopted a policy that a twelve (12) hour continuous travel status rule be established to qualify for meal reimbursements. This rule will not apply to board meetings but will apply to CIU investigators who have been claiming lunch during days of investigation.
Marilyn Williams, Division Director, has been working with the Office of Administration, the Auditors Office and the Department of Economic Development to determine what allowable reimbursement rate would be approved. Some state agencies will begin utilizing the federal CONUS rate of reimbursement for travel expenses. After comparing the CONUS rate and the Runzheimer rate, Marilyn Williams has requested that all boards throughout the Division of Professional Registration follow the PR Division Policy for reimbursement which was decided to be, no more than, the Average Runzheimer for travel, meal and incidental reimbursement by staff and board members.
The State Auditor's Office is conducting an audit of compliance with the closed meetings provision of the open records law, and therefore requesting that all boards within the Division of Professional Registration provide a copy of the posting and open minutes of all meetings where the board went into closed session during 2001.

Fee Increase
Patricia Handly presented the board with a projection of the board's revenue, expenditures and fund balance for FY2001 through FY2006. Ms Handly explained to the board that the projected revenue will not support the anticipated expenditures by fiscal year 2005 which would require a fee increase during the biennial renewal of FY2004 to fulfill the statutory mandate to produce revenue which shall not substantially exceed the cost and expense of administering Chapter 330 RSMo. The board instructed the executive director to prepare a draft of 4 CSR 230-2.070 Fees, proposing an increase of fees as follows:

Subsection (1)(E) – Biennial Renewal Fee – from $280.00 to $330.00 and $350.00
Subsection (1)(L) – Internship/Residency Registration Fee – from $150.00 to $200.00
Subsection (1)(O) – Application Processing Fee – from $150.00 to $300.00
The executive director is to get a projection of the board's revenue, expenditures and fund balance through FY2009 and the board will revisit this subject at the November board meeting.

Legislation for 2002
Patricia Handly informed the board that legislation passed during the 91st session of the General Assembly did not specifically relate to the State Board of Podiatric Medicine.

Missouri Task Force on Misuse, Abuse and Diversion of Prescription Drugs
The board reviewed the minutes of the May 21, 2002 Missouri Task Force on Misuse, Abuse and Diversion of Prescription Drugs meeting. The next meeting of the task force is scheduled for August 13, 2002 to be held at the Division of Professional Registration.

Federation of Podiatric Medical Boards – Dr. Klamet
Terrence Klamet reported on the Federation of Podiatric Medical Boards Annual Meeting, held April 27, 2002 in San Diego, California, in conjunction with the Federation of State Medical Boards. Dr. Klamet announced he is now President-Elect of the Federation and was elected to serve on the National Board of Podiatric Medical Examiners. The Federation of Podiatric Medical Boards Delegates Meeting is scheduled for December 2002 in Savannah, Georgia. The 2003 Annual Meeting of the Federation is scheduled for April 10-12, 2003 in Chicago, Illinois.

Board Member Orientation – Jefferson City, MO – September 26-27, 2002
The Division of Professional Registration will be hosting a Board Member Orientation on September 26-27, 2002 in Jefferson City, Missouri at the Capitol Plaza Hotel. Board members who are interested in attending may contact the board office.

Future Board Meeting Dates and Locations
The next meeting of the board is scheduled for November 2, 2002, at the Division of Professional Registration, in Jefferson City, Missouri. The board voted to schedule a meeting for March 15, 2003, at the Division of Professional Registration in Jefferson City, Missouri.

Closed Meeting
Motion was made by Dr. Clark and seconded by Marjorie Hughes to go into closed session under the following sections. Motion carried with Dr. Klamet, Dr. Van Dam, Dr. Clark and Marjorie Hughes voting in favor with no votes in opposition.

1. I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting, be closed under Section 610.021(1) RSMo for legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

2. I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting, be closed under Section 610.021(5) RSMo for nonjudicial mental or physical health proceedings involving identifiable persons, including medical, psychiatric, psychological, or alcoholism or drug dependency diagnosis or treatment.

3. I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting, be closed under Section 610.021(14) RSMo for records which are protected from disclosure by law.

4. I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting, be closed under Section 620.010.14(7) RSMo for all educational transcripts, test scores, complaints, investigatory reports and information pertaining to any person who is an applicant or licensee of any agency assigned to the division of professional registration by statute or by the department of economic development are confidential.

5. I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting, be closed under Section 620.010.14(8) RSMo for any deliberations conducted and votes taken in rendering a final decision after a hearing before an agency assigned to the division shall be closed to the parties and the public. Once a final decision is rendered, that decision shall be made available to the parties and the public.

Adjournment

A motion was made by Dr. Van Dam and seconded by Dr. Clark to adjourn. Motion carried unanimously with all members participating. The meeting adjourned at 6:10 p.m. on Tuesday, July 23, 2002.

Executive Director: ___________________________

Approved by the Board on: ____________________