

OPEN MEETING MINUTES
State Board of Podiatric Medicine
Conference Call

July 25, 2006 – 5:30 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 via conference call by Lorene Van Dam, DPM, President at 5:30 p.m. on Tuesday, July 25, 2006 at the Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri.

Roll Call

Board Members Present

Lorene Van Dam, DPM, President, via Conference Call
Jeffrey Appleman, DPM, Vice-President, via Conference Call
Harry John Visser, DPM, Secretary, via Conference Call
Terrence Klamet, DPM, Member
Lois Riney, Public Member

Staff Present

Becky Dunn, Executive Director
Pamela Schnieders, Administrative Assistant
Tabatha Lenzini, Licensing Technician
David Barrett, Division's Legal Counsel

Public Present

David Broeker, Division Director

Approval of Agenda

Motion was made by Dr. Klamet and seconded by Lois Riney to approve the open agenda as submitted. Motion carried with Dr. Van Dam, Dr. Appleman, Dr. Visser, Dr. Klamet and Lois Riney voting in favor with no votes in opposition.

Approval of Minutes

February 9, 2006 Open Mail Ballot Meeting Minutes

Motion was made by Dr. Visser and seconded by Dr. Klamet to approve the February 9, 2006 open meeting minutes as submitted. Motion carried with Dr. Van Dam, Dr. Appleman, Dr. Visser, Dr. Klamet and Lois Riney voting in favor with no votes in opposition.

February 22, 2006 Open Conference Call Meeting Minutes

Motion was made by Dr. Visser and seconded by Dr. Klamet to approve the February 22, 2006 open meeting minutes as submitted. Motion carried with Dr. Van Dam, Dr. Appleman, Dr. Visser, Dr. Klamet and Lois Riney voting in favor with no votes in opposition.

February 28, 2006 Open Mail Ballot Meeting Minutes

Motion was made by Dr. Visser and seconded by Dr. Klamet to approve the February 28, 2006 open meeting minutes as submitted. Motion carried with Dr. Van Dam, Dr. Appleman, Dr. Visser, Dr. Klamet and Lois Riney voting in favor with no votes in opposition.

March 21, 2006 Open Mail Ballot Meeting Minutes

Motion was made by Dr. Visser and seconded by Dr. Klamet to approve the March 21, 2006 open meeting minutes as submitted. Motion carried with Dr. Van Dam, Dr. Appleman, Dr. Visser, Dr. Klamet and Lois Riney voting in favor with no votes in opposition.

April 12, 2006 Open Mail Ballot Meeting Minutes

Motion was made by Dr. Visser and seconded by Dr. Klamet to approve the April 12, 2006 open meeting minutes as submitted. Motion carried with Dr. Van Dam, Dr. Appleman, Dr. Visser, Dr. Klamet and Lois Riney voting in favor with no votes in opposition.

April 27, 2006 Open Mail Ballot Meeting Minutes

Motion was made by Dr. Visser and seconded by Dr. Klamet to approve the April 27, 2006 open meeting minutes as submitted. Motion carried with Dr. Van Dam, Dr. Appleman, Dr. Visser, Dr. Klamet and Lois Riney voting in favor with no votes in opposition.

May 17, 2006 Open Mail Ballot Meeting Minutes

Motion was made by Dr. Visser and seconded by Dr. Klamet to approve the May 17, 2006 open meeting minutes as submitted. Motion carried with Dr. Van Dam, Dr. Appleman, Dr. Visser, Dr. Klamet and Lois Riney voting in favor with no votes in opposition.

May 24, 2006 Open Mail Ballot Meeting Minutes

Motion was made by Dr. Visser and seconded by Dr. Klamet to approve the May 24, 2006 open meeting minutes as submitted. Motion carried with Dr. Van Dam, Dr. Appleman, Dr. Visser, Dr. Klamet and Lois Riney voting in favor with no votes in opposition.

June 9, 2006 Open Mail Ballot Meeting Minutes

Motion was made by Dr. Visser and seconded by Dr. Klamet to approve the June 9, 2006 open meeting minutes as submitted. Motion carried with Dr. Van Dam, Dr. Appleman, Dr. Visser, Dr. Klamet and Lois Riney voting in favor with no votes in opposition.

Introduction of David Broeker, Division Director

Governor Blunt appointed David Broeker the Director of the Division of Professional Registration beginning July 2, 2006, replacing Alison Craighead who resigned that position.

David Broeker, of Jefferson City, owned and operated his own business, DB Distributing Company, for the last 14 years. Prior to that, Mr. Broeker spent 17½ years in state government serving in the Governor's Office, State Auditor's Office, and the Department of Agriculture. He holds a bachelor's degree in political science and law enforcement. Governor Matt Blunt issued Executive Order 06-04 on February 1, 2006, that created the Department of Insurance, Financial Institutions, and Professional Registration. By a Type III transfer the division will become a part of this new department on August 28. A type III transfer is the transfer of a department, division, agency, board, commission, unit, or program to the new department with only such supervision by the head of the department for budgeting and reporting. Mr. Broeker expressed his gratefulness to the Division's and Boards' staff for the support, advice, and counsel given to him. Mr. Broeker says he looks forward to working with all the associates in Professional Registration and continuing the excellent service the entire division has given the approximately 400,000 Missourians who are licensed and regulated and who represent 240 different trades and professions. Members of the board welcomed David Broeker as the new Division Director.

Executive Director's Report

Becky Dunn reported on the FY2006 Financial Statement as of May 31, 2006

	Year-To-Date	Projected	Remaining
FY 2006 Beginning Fund Balance	\$127,292.12		
Revenue	109,205.00	118,605.00	9,400.00
Expense and Equipment	10,708.24	21,681.00	10,972.76
Total Transfers	22,212.60	34,806.94	12,594.34
Ending Fund Balance	203,576.28	189,227.90	

Infection Control (David Barrett)

At the February 2006 meeting the board requested getting information from other boards within the Division of Professional Registration regarding best practice relative to infectious diseases.

David Barrett, Board General Counsel was able to gather information for the board's review concerning how the board could pursue infection complaints to insure that its licensees guard against the spread of contagious, infections or communicable diseases. The board was provided the publication on Guideline for Prevention of Surgical Site Infection, 1999 and the publication on Guidelines for Infection Control in Dental-Health Care Settings – 2003. The surgical site guidelines give structure to inquiries and investigations related to infections. The Board could require that licensees document the use of infection control techniques in medical records by regulation, and then examine licensee records for evidence of compliance, or ultimately, grounds for discipline, in cases of infections that result in complaints.

David Barrett agreed to draft an initial outline for rule language on Contagious, Infectious or Communicable Diseases.

Biennial Podiatric Medicine Renewal Update

The board currently regulates 292 licensees, 63 of which are “Ankle Certified”. Ten (10) licensees did not renew their licenses for the 2006-2008 biennial renewal period.

Biennial Renewal Audit

At the February 22, 2006 meeting, the board voted to audit all licensees to ensure compliance of the statutory continuing education requirements.

Letters were mailed June 30, 2006 to all licensees requesting they complete the Continuing Education Report Form and forward a copy of their attendance verification and/or certification documentation of all continuing education hours for the reporting period beginning March 1, 2004 and ending February 28, 2006. Reports are currently being received in the board office with a July 31 deadline date. The board requested that a reminder be sent to licensees not responding to the Continuing Education Report Form request. Dr. Van Dam agreed to review the initial reports received.

Legislation

The Executive Director provided the board with a list of legislative actions taken by Governor Matt Blunt during the 93rd Legislative Session of the General Assembly. This was provided for informational purposes.

Task Force on Misuse, Abuse, and Diversion of Prescription Drugs

The board reviewed the minutes of the February 16, 2006 and May 18, 2006 Missouri Task Force on Misuse, Abuse and Diversion of Prescription Drugs meetings. Future meeting dates are scheduled for August 17, 2006 and November 16, 2006.

National Board of Podiatric Medical Examiners

The board reviewed the National Board of Podiatric Medical Examiners Newsletter, Spring 2006 issue. This was provided for informational purposes.

Department of Health & Human Services Letter

The board reviewed the letter from the Department of Health & Human Services, Practitioner Data Banks Branch, Office of Workforce Evaluation and Quality Assurance, ensuring the board is aware of proposed regulations placing information currently reported to the Healthcare Integrity and Protection Data Bank (HIPDB) into the National Practitioner Data Bank (NPDB) as well. This will not increase the board's reporting burden since the system will automatically route to both the HIPDB and NPDB the information we report. This was provided for informational purposes.

National Practitioner Data Bank/Healthcare Integrity and Protection Data Bank

The board reviewed the July 2006 issue of the NPDB-HIPDB Data Bank New. This was provided for informational purposes.

Conferences

The Federation of Podiatric Medical Boards will hold its Annual Meeting on Sunday, August 6, 2006 in Las Vegas, Nevada. Dr. Klamet will be attending this meeting as Secretary/Treasurer of FPMB. The 2007 meeting will be held in August in Philadelphia.

The Council on Licensure, Enforcement and Regulation (CLEAR) will be hosting their Annual Conference, September 14-16, 2006, in Alexandria, Virginia. Dr. Van Dam expressed an interest in attending the annual conference.

Closed Meeting

A motion was made by Dr. Klamet and seconded by Lois Riney to move into closed session and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from the closed meeting be closed under Section 610.021 Subsection (14) and 620.010.14 Subsection (7) RSMo for discussing educational transcripts and/or test scores and/or complaints and/or audits and/or investigative reports and/or other information pertaining to the licensee or applicant for licensure; Section 610.021 Subsection (1) RSMo for discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney; Section 610.021 Subsection (3) RSMo discussing hiring, firing, disciplining or promoting an employee of this agency; Section 610.021 Subsection (13) RSMo for making performance ratings pertaining to individual employees; Section 610.021 Subsection (7) RSMo for reviewing testing and examination materials; Section 610.021 Subsection (14) and Section 620.010.14 Subsection (5) RSMo for proceedings required pursuant to a disciplinary order concerning medical, psychiatric, psychological, or alcoholism or drug dependency diagnosis or treatment of specific licensees; and Subsection of 610.021 RSMo for the purpose of reviewing and approving the closed minutes of previous meetings. Motion carried with Dr. Van Dam, Dr. Appleman, Dr. Visser, Dr. Klamet and Lois Riney voting in favor with no votes in opposition.

Open Discussion – Dialogue with General Public Attending Open Session Continuation and/or Completion of any Unfinished Open Session Business

Adjournment

A motion was made by Lois Riney and seconded by Dr. Klamet to adjourn. Motion carried with Dr. Van Dam, Dr. Appleman, Dr. Visser, Dr. Klamet and Lois Riney voting in favor with no votes in opposition. The meeting adjourned at 7:40 p.m. on Tuesday, July 25, 2006.

Executive Director: _____

Approved by the Board on: _____

Meeting Notice

State Board of Podiatric Medicine Conference Call

**July 25, 2006 – 5:30 p.m.
Division of Professional Registration
3605 Missouri Blvd.
Jefferson City, Missouri 65109**

The Missouri State Board of Podiatric Medicine will be meeting on July 25, 2006 beginning at 5:30 p.m. Notification of special needs as addressed by the American with Disabilities Act should be forwarded to the State Board of Podiatric Medicine, P. O. Box 423, 3605 Missouri Boulevard, Jefferson City, Missouri 65102 or by calling (573) 751-0873 to ensure available accommodations. The text telephone for the hearing impaired is (800) 735-2966.

Except to the extent disclosure is otherwise required by law, the State Board of Podiatric Medicine is authorized to close meetings, records and votes, to the extent they relate to the following: Sections 610.021(1), (3), (5), (7), (13) and (14), RSMo, and Section 620.010.14(7) RSMo.

The Board may go into closed session at any time during the meeting. If the meeting is closed the appropriate section will be announced to the public with the motion and vote recorded in open session minutes.

Please see attached tentative agenda for this meeting.

Attachment

cc: David Broeker and Janice Sloca

Posted July 13, 2006
4:30 PM

**OPEN AGENDA
State Board of Podiatric Medicine
Conference Call**

**July 25, 2006 – 5:30 p.m.
Division of Professional Registration
3605 Missouri Blvd.
Jefferson City, Missouri**

Call to Order

Roll Call

- 1. Approval of Agenda**
- 2. Approval of Minutes**
 - **February 9, 2006 Open Mail Ballot Meeting Minutes**
 - **February 22, 2006 Open Conference Call Meeting Minutes**
 - **February 28, 2006 Open Mail Ballot Meeting Minutes**
 - **March 21, 2006 Open Mail Ballot Meeting Minutes**
 - **April 12, 2006 Open Mail Ballot Meeting Minutes**
 - **April 27, 2006 Open Mail Ballot Meeting Minutes**
 - **May 17, 2006 Open Mail Ballot Meeting Minutes**
 - **May 24, 2006 Open Mail Ballot Meeting Minutes**
 - **June 9, 2006 Open Mail Ballot Meeting Minutes**
- 3. Introduction of David Broeker, Division Director**
- 4. Executive Director's Report**
- 5. Infection Control (David Barrett)**
- 6. Biennial Podiatric Medicine Renewal Update**
- 7. Biennial Renewal Audit**
- 8. Legislation**
- 9. Task Force on Misuse, Abuse, and Diversion of Prescription Drugs**
- 10. National Board of Podiatric Medical Examiners**
- 11. Department of Health & Human Services Letter**

- 12. National Practitioner Data Bank/Healthcare Integrity and Protection Data Bank**
- 13. Conferences**
- 14. Open Discussion – Dialogue with General Public Attending Open Session Continuation and/or Completion of any Unfinished Open Session Business**

Closed Meeting. The Board will move into closed session pursuant to Section 610.021 Subsection (14) and 620.010.14 Subsection (7) RSMo for discussing educational transcripts and/or test scores and/or complaints and/or audits and/or investigative reports and/or other information pertaining to the licensee or applicant for licensure; Section 610.021 Subsection (1) RSMo for discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney; Section 610.021 Subsection (3) RSMo discussing hiring, firing, disciplining or promoting an employee of this agency; Section 610.021 Subsection (13) RSMo for making performance ratings pertaining to individual employees; Section 610.021 Subsection (7) RSMo for reviewing testing and examination materials; Section 610.021 Subsection (14) and Section 620.010.14 Subsection (5) RSMo for proceedings required pursuant to a disciplinary order concerning medical, psychiatric, psychological, or alcoholism or drug dependency diagnosis or treatment of specific licensees; and Subsection of 610.021 RSMo for the purpose of reviewing and approving the closed minutes of previous meetings.

Adjournment