



## Board of Podiatry Examiners

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### OFFICIAL BOARD MINUTES

April 6, 2016

#### TELECONFERENCE BOARD MEETING

Members Present: Mark Gebbie, DPM, President  
Neil Skea, DPM, Member  
Carolyn Stansberry, DPM, Member  
Mike McGowan, DPM, Member  
John Morris, Lay Member

Others Present: Carol Tellinghuisen, Executive Secretary  
Brooke Tellinghuisen Geddes, Executive Assistant  
Jill Lesselyoung, Executive Assistant

Members Absent: None

President Gebbie called the meeting to order at 11:09 AM MT.

**Corrections or additions to the agenda:** The Board welcomed Neil Skea, DPM and John Morris to the Board. Tellinghuisen also welcomed her two new staff members, Brooke Tellinghuisen Geddes and Jill Lesselyoung.

**Election of Officers:** Skea moved and Stansberry seconded to elect McGowan for Secretary/Treasurer. Motion carried by unanimous roll call vote. Skea moved and McGowan seconded to elect Stansberry for president. Motion carried by unanimous roll call vote.

**Approval of Minutes from April 9, 2015:** Skea moved and Stansberry seconded to approve the minutes from April 9, 2015. Motion carried by unanimous roll call vote.

**FY Financial Update:** Lesselyoung reported fiscal year to date figures as of February 29, 2016: year to date revenue of \$1,819.01; expenditures of \$8,894.56 and cash balance of \$27,299.29. Lesselyoung reported fiscal year-end figures as of June 30, 2015: revenue of \$10,915.12; expenditures of \$14,103.49 and cash balance of \$35,155.08. Gebbie moved and Stansberry seconded to approve the financial report as presented. Motion carried by unanimous roll call vote.

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Tellinghuisen advised that the Board will have to raise fees within the next couple of years. Stansberry questioned the process of raising fees. Tellinghuisen explained the legislative process. Skea suggested scheduling a meeting in September or October to go over the financial aspect of the Board.

**FTC Staff Guidance on Active Supervision of State Regulatory Boards Controlled by Market Participants:** Tellinghuisen brought to the Board's attention and summarized FTC Staff Guidance on active supervision of state regulatory boards controlled by market participants.

**DLR Licensing Boards and Commissions Data Collection Application:** Board members received a list of data elements to be collected by DLR Licensing Boards and Commissions Data Collection Applications. Lesselyoung explained this data is required by Department of Labor and Department of Health. The Licensing Boards and Commissions Data Collection Application will be accessed by the approved personnel from each Licensing Board, DOH and DLR. Each approved individual will only have access to information for the Board that person works with and no personally identifiable information will be released to the public.

Skea moved and Morris seconded to enter executive session at 11:30AM MT to discuss Complaints/Investigations and the Executive Secretary Contract. Motion Carried by unanimous roll call vote. Skea moved and Stansberry seconded to exit executive session at 11:48AM MT. Motion carried by unanimous roll call vote.

**Complaints/Investigations Update:**

#119: Pending

#120: Pending

#121: Skea recommended that complaint #121 be dismissed. Stansberry moved and McGowan seconded to dismiss complaint #121. Motion carried by unanimous roll call vote.

**Executive Secretary Contract Renewal:** Tellinghuisen requested to renew the Executive Secretary Contract Renewal with a 2.7% increase. Skea moved and Stansberry seconded to renew the contract as requested. Motion carried by unanimous roll call vote.

**Any other business:** There was no additional business.

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**Schedule next meeting:** The Board scheduled the next meeting for October 7, 2016 in Rapid City, SD at 8:30AM MT.

Stansbury moved and Skea seconded to adjourn at 11:58AM MT. Motion carried by unanimous roll call vote.

Respectfully submitted,

Carol Tellinghuisen  
Executive Secretary

Carolyn Stansberry, DPM  
President