



## Board of Podiatry Examiners

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### OFFICIAL BOARD MINUTES for March 5, 2021 TELECONFERENCE

Members Present: Carolyn Stansberry, DPM, President  
James Johnston, DPM, Member  
Scott Torness, DPM, Member (joined at 11:09am)  
Jeanie Blair, Lay Member

Members Absent: Michael McGowan, DPM, Secretary/Treasurer

Others Present: Carol Tellinghuisen, Executive Secretary  
Jill Lesselyoung, Executive Assistant  
Brooke Tellinghuisen Geddes, Executive Assistant  
Megan Borchert, Board Attorney, DOH

**Call to Order/Welcome and Introductions:** Stansberry called the meeting to order at 11:05 AM MST.

**Roll Call:** Lesselyoung called the roll. Stansberry, yes; Johnston, yes; Blair, yes. A quorum was present

**Corrections or additions to the agenda:** None

**Approval of the agenda:** Johnston made a motion to approve the agenda. Stansberry seconded the motion. **MOTION PASSED** by roll call vote. Stansberry, yes; Johnston, yes; Blair, yes.

**Public Comment:** There was no public comment.

**Election of Officers:** Johnston made a motion to retain the current slate of officers. Blair seconded the motion. **MOTION PASSED** by roll call vote. Stansberry, yes; Johnston, yes; Torness, yes; Blair, yes.

**Approval of the Minutes from December 11, 2020:** Torness made a motion to approve the minutes from December 11, 2020. Blair seconded the motion. **MOTION PASSED** by roll call vote. Stansberry, yes; Johnston, yes; Torness, yes; Blair, yes.

**FY Financial Update:** Lesselyoung reported fiscal year-end figures as of June 30, 2020: year-end revenue of \$19,824.27; expenditures of \$18,327.06 and cash balance of \$29,394.76 and year

to date figures as of January 31, 2021: year to date revenue of \$2,575.97; expenditures of \$11,725.90 and cash balance of \$20,244.83.

There was not a need to enter executive session.

**Complaints/Investigations:** There are no pending complaints.

**Executive Secretary Contract Renewal:** Tellinghuisen requested to renew the contract at the current rate with no increase. Stansberry made a motion to renew the contract with Tellinghuisen as requested. Johnston seconded the motion. **MOTION PASSED** by roll call vote. Stansberry, yes; Johnston, yes; Torness, yes; Blair, yes.

**Online renewals/Records Retention:** The Board office advised they are moving to a new system with Albertson Consulting for online renewals and credit card payments for those Boards under DSS. The Board office requested a bid to include all the health Boards administered by Professional Licensing in the new system. The costs will be shared by all health boards based on the number of licensees. Once the new system is operational, Albertson Consulting will submit an additional bid to import the old records into their electronic data management system for records retention. Following discussion, Johnston suggested the Board office contact the Medical Board to see what vendor they are using for online renewal/credit card payments. The online renewal system will be addressed at a future meeting. Borchert will check into what vendors other health boards are using and advise the Board office.

**Legislative Updates:** HB 1014, an act to establish uniform complaint and declaratory ruling procedures for agencies regulating certain professions and occupations has passed and will be effective July 1, 2021. The bill standardizes the complaint procedure for all Boards. Tellinghuisen advised it is similar to what the Board already has in place. Borchert will review on behalf of all Boards for changes specific to the Board. She advised the bill unifies procedures across all Boards.

**Any other business coming in between the date of mailing and meeting:** Johnston questioned providers being able to obtain CEUs due to hardship during COVID. Borchert researched the question and advised the COVID pandemic would be a legitimate issue to consider a hardship waiver request. It was agreed to reach out to the Association with information regarding CEU requirements/request for waiver of continuing education subject to Board approval. Stansberry advised Board members have presented a brief Board update at Association meetings. Johnston and Torness agreed to present on behalf of the Board.

Stansberry made a motion to adjourn the meeting at 11:41AM MST. Blair seconded the motion. **MOTION PASSED** by roll call vote. Stansberry, yes; Johnston, yes; Torness, yes; Blair, yes.

Respectfully submitted,



Carol Tellinghuisen  
Executive Secretary

Carolyn Stansberry, DPM  
President

1-27-1.17. Draft minutes of public meeting to be available--Exceptions--Violation as misdemeanor. The unapproved, draft minutes of any public meeting held pursuant to § 1-25-1 that are required to be kept by law shall be available for inspection by any person within ten business days after the meeting. However, this section does not

apply if an audio or video recording of the meeting is available to the public on the governing body's website within five business days after the meeting. A violation of this section is a Class 2 misdemeanor. However, the provisions of this section do not apply to draft minutes of contested case proceedings held in accordance with the provisions of chapter 1-26.