



## Board of Podiatry Examiners

Mailing Address:  
810 North Main Street, Suite 298  
Spearfish, SD 57783

Phone: (605) 642-1600  
Home Page: [podiatry.sd.gov](http://podiatry.sd.gov)

E-Mail: [proflic@rushmore.com](mailto:proflic@rushmore.com)

### OFFICIAL BOARD MINUTES for April 1, 2022 TELECONFERENCE

Members Present: Carolyn Stansberry, DPM, President  
James Johnston, DPM, Member  
Scott Torness, DPM, Member  
Michael McGowan, DPM, Secretary/Treasurer  
Jeanie Blair, Lay Member

Members Absent: None

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

**Call to Order/Welcome and Introductions:** Stansberry called the meeting to order at 11:05 a.m. MDT.

**Roll Call:** Tellinghuisen Geddes called the roll. Stansberry, yes; McGowan, yes; Blair, yes. A quorum was present. Torness joined at 11:08 a.m. MDT; Johnston joined at 11:13 a.m. MDT.

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

**Approval of the agenda:** Blair made a motion to approve the agenda. McGowan seconded the motion. **MOTION PASSED** by unanimous voice vote.

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

**Approval of the Minutes from October 1, 2021:** Stansberry made a motion to approve the minutes from October 1, 2021. McGowan seconded the motion. **MOTION PASSED** by unanimous voice vote.

**FY Financial Update:** Tellinghuisen Geddes reported fiscal year-end figures as of January 31, 2022: year to date revenue of \$2,759.71; year to date expenditures of \$11,855.72 and cash balance of \$19,930.14. Tellinghuisen Geddes reminded the Board that the bulk of revenue will come in May and June as that is renewal time.

**Online Renewal System Update:** Tellinghuisen Geddes stated that the database is up and running. The only hold up is the credit card processing which is set up by the State and the credit card processing company. Tellinghuisen Geddes further stated that she is hopeful the credit card processing will be set up in a couple of weeks, in time for online renewals. Online Verifications are active and can be located on the Board's webpage.

**Election of Officers:** Stansberry made a motion to keep the current slate of officers with her as President and McGowan as Secretary/Treasurer with the caveat that a new president will need to be elected in October which is the end of her term. Johnston seconded the motion. **MOTION PASSED** by unanimous voice vote.

**Legislative Updates:** There were no new legislative updates.

**Executive Session pursuant to SDCL 1-25-2:** The Board did not have a need to enter executive session as there are no pending complaints and the Executive Secretary agreed to discuss her contract in the open meeting.

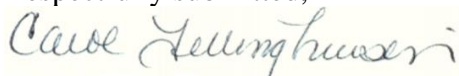
**Vote on Executive Secretary Contract:** Stansberry made motion to approve the Executive Secretary's Contract with the 6% cost of living increase set by the State. Blair seconded the motion. **MOTION PASSED** by unanimous voice vote.

**Schedule Next Meeting:** The next Board meeting teleconference was set for October 7, 2022 at 11:00 a.m. MDT.

**Any other business coming in between the date of mailing and meeting:** Borchert stated that the DOH has hired an attorney to act in the prosecutorial role for the Board. She will keep the Board apprised when she has more information.

Stansberry made a motion to adjourn the meeting at 11:30 a.m. MDT. Blair seconded the motion. **MOTION PASSED** by unanimous voice vote.

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.