



## Board of Podiatry Examiners

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### OFFICIAL BOARD MINUTES for December 11, 2020 TELECONFERENCE

Members Present: Carolyn Stansberry, DPM, President  
James Johnston, DPM, Member  
Scott Torness, DPM, Member  
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  
Mark Gebbie, DPM  
Megan Borchert, Board Attorney, DOH

**Call to Order/Welcome and Introductions:** Stansberry called the meeting to order at 11:02 AM MST.

**Roll Call:** Lesselyoung called the roll. Stansberry, yes; Johnston, yes; Torness, yes; Blair, yes. A quorum was present. Stansberry welcomed the new Board members, Johnston and Torness. Gebbie exited the meeting at 11:05.

**Corrections or additions to the agenda:** Tellinghuisen requested to move the public testimony prior to approval of the agenda to be consistent with the timeframe.

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

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

**Introduction of new legal counsel for DOH-Borchert, Prosecutor-Williams:** Stansberry introduced Borchert as the Board attorney for DOH and welcomed her to the Board.

**Review-Role of Board Member and Conflict of Interest-Borchert:** Borchert advised her role for the Board is to assist with meetings and provide legal advice as general counsel. Justin Williams will handle complaints and settlements. Borchert advised a Board member's role is to protect the health and safety of the consumers. It is a distinct purpose from the association's role

of expansion of the practice and promotion of the profession. She advised members to keep the public protection in the back of their minds. She discussed the Code of Conduct and Conflict of Interest Policy that is a part of the Boards and Commissions Meeting Guidelines; a Board member must not use information for personal gain. She discussed the Anti-Harassment Policy and the Open Meeting Laws. All are encouraged to reach out with any questions. Stansberry questioned if Williams as prosecutor will conduct the investigations. Borchert advised the Board members will still do the investigations and Williams will advise the complaint officer and the Board office staff.

**Approval of the Minutes from March 6, 2020:** Blair made a motion to approve the minutes from March 6, 2020. Torness 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 October 31, 2020: year to date revenue of \$2,075.97; expenditures of \$6,975.36 and cash balance of \$24,495.37.

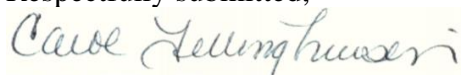
**Renewal Update:** Lesselyoung advised there are currently 54 active licensees. There were 3 non-renewals: 2 out of state and 1 in state.

**Online renewals:** The Board office advised they are moving to a new system with Albertson Consulting for online renewals and credit card payment for those Boards under DSS. The State is highly encouraging an online system. The Board office has requested a bid to include all Boards in the new system. 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. The online renewals will be included as an agenda item for the next meeting.

**Any other business coming in between the date of mailing and meeting:** Stansberry advised that Skea had been acting as complaints officer for the Board and asked if that was an elected position. Tellinghuisen advised it is not and sometimes complaints are rotated between Board members. Following discussion, Johnston offered to help with complaints. It was agreed to discuss online renewals with the association at their next meeting. Discussion was held regarding whether the Board was making any concessions on continuing education requirements due to COVID. Tellinghuisen asked if they could obtain online. Stansberry advised they offer a lot of online CME lectures. Tellinghuisen advised that we need to discuss at a later meeting as this is not an agenda item and we are prohibited from discussing topics not on the agenda. It was agreed to add as an agenda item for the next meeting. Borchert will look into further.

**Schedule next meeting:** The next meetings are scheduled via teleconference for March 5, 2021 and October 1, 2021 at 11:00AM MT/12:00PM CT. 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