

South Dakota Board of Physical Therapy

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OFFICIAL BOARD MINUTES FOR MARCH 19, 2024 VIDEO CONFERENCE

MEMBERS PRESENT: Patti Berg-Poppe, President
Leonard Suel, Vice-President
Rebeca Schmitz, Secretary
Matthew Weigel, Member
Janelle Toman, Lay Member
Linda Ahrendt, Lay Member
Brad Thurninger, Member (joined at 12:40 PM CDT)

MEMBERS ABSENT: None

OTHERS PRESENT: Brooke Tellinghuisen Geddes, Executive Director
Katie Funke, Executive Assistant
Tamara Lee Legal Counsel, SD Dept. of Health
Robert Mayer, Prosecuting Counsel, Attorney General's Office (joined at 1:04 PM CDT)

CALL TO ORDER/WELCOME AND INTRODUCTIONS: Berg-Poppe called the meeting to order at 12:00 PM CDT.

ROLL CALL: Tellinghuisen Geddes called the roll. Berg-Poppe, yes; Suel, yes; Schmitz, yes; Thurninger, absent; Toman, yes; Ahrendt, yes; Weigel, yes. A quorum was present.

APPROVAL OF THE AGENDA: Toman made a motion to approve the agenda with the moving of agenda items 16, 17 and 18 after the public comment period. Weigel seconded the motion. **MOTION PASSED** by unanimous voice vote.

PUBLIC COMMENT PERIOD: None.

EXECUTIVE SESSION PURSUANT TO SDCL 1-25-2: Schmitz made a motion to enter Executive Session at 12:05 PM CDT to discuss complaints/investigations and the Executive Secretary Contract renewal. Ahrendt seconded the motion. **MOTION PASSED** by unanimous voice vote. The board exited

executive session at 12:12 PM CDT.

VOTE ON COMPLAINTS/INVESTIGATIONS: Schmitz made a motion to adopt the stipulation and agreed disposition for complaint #102 as presented. Toman seconded the motion. **MOTION PASSED** by roll call vote: Berg-Poppe, yes; Suel, abstain; Schmitz, yes; Thuringer, absent; Toman, yes; Ahrendt, yes; Weigel, yes.

VOTE ON EXECUTIVE SECRETARY CONTRACT RENEWAL: Ahrendt made a motion to renew the executive secretary contract at the current rate. Weigel seconded the motion. **MOTION PASSED** by unanimous voice vote.

APPROVAL OF THE MINUTES FROM DECEMBER 13, 2023: Toman made a motion to approve the minutes from December 13, 2023. Schmitz seconded the motion. **MOTION PASSED** by unanimous voice vote.

FINANCIAL UPDATE: Tellinghuisen-Geddes reported year-to-date financials as of January 31, 2024: Revenue of \$191,760.00 and expenses of \$85,162.35. It was reported that an updated cash balance is not available from BFM at this time as they have been experiencing issues with the reports. A verbal cash balance was reported as \$1,256,235.26.

RENEWAL UPDATE/CEU AUDIT UPDATE: Tellinghuisen-Geddes reported out of the individuals audited, the board office is only waiting on 11 more licensees to submit their audit materials. It was also reported for the 2024 renewal period, 21 PTA's and 79 PT's expired on January 1, 2024. These individuals have until July 1st to initiate renewal after which time they will forfeit their license.

CEU WORKGROUP UPDATE: Berg-Poppe reported the work group is meeting next week with a representative from CE Locker. APTA-SD leadership has also been invited to attend. Updates from the workgroup include:

- Using CEU documentation from other, surrounding midwestern states to generate a spreadsheet of commonly acceptable and non-acceptable CE activities and their related CEU equivalencies.
- Generating a guiding document for acceptable and non-acceptable activities. The guiding document details non-course related activities that are acceptable for CEU equivalences.
- Considering recommendations to the board that they require licensees complete an activities summary table with licensure renewal, and audits to include evidence of the reported activities.
- Exploring ways that APTA-SD may act as an approval base for licensees to obtain course approval.

SCOPE-OF-PRACTICE FLOW CHART/VOTE: The board was presented with a draft scope-of-practice flow chart developed after those adopted by other SD licensed health boards. Tellinghuisen Geddes explained that the chart is not the board condoning or approving any scope-of-practice but rather a tool to help licensees think through their scope of practice questions. Following discussion and recommended modifications, an updated draft will be presented to the board at the next meeting for adoption.

FSBPT VOTING DELEGATE(S): Weigel volunteered to attend the annual education meeting in Iowa in October as the voting delegate if his schedule allows. Schmitz and Berg-Poppe volunteered to attend as the alternate delegate depending on their availability. The board office will be in contact with board members for

further details.

COMPACT PRIVLEDGE FEE INCREASE: This topic was tabled for discussion until the next meeting.

APPLICATION PROCESS/VOTE: The board was presented with a written memorandum outlining the process for considering applications made to the SD Board of Physical Therapy and who can approve applications on behalf of the board. Following discussion, Schmitz made a motion to adopt the process for considering applications as presented. Weigel seconded the motion. **MOTION PASSED** by unanimous voice vote.


CEU WAIVER COMMITTEE AND PROCESS/VOTE: The board was presented with a written memorandum outlining the process for considering requests for continuing education waivers. Schmitz, Weigel and Suel volunteered to serve on the committee to review these requests. Schmitz made a motion to adopt the process for considering CEU waiver requests with modifications to the number of members on the subcommittee from two to three. Ahrendt seconded the motion. **MOTION PASSED** by unanimous voice vote.

WORKFORCE DATA COLLECTION UPDATE: Berg-Poppe reported that there was a resolution that passed that supports developing an assessment of the current landscape of the workforce. The Department of Health will be developing and disseminating a survey for key health care professionals which will include Physical Therapists. The survey should be finalized and disseminated in the spring of 2024. The board plans to incorporate the survey questions into their application and renewal forms to gather the data. Tellinghuisen-Geddes mentioned that the current database should have the capabilities to incorporate the questions into the renewal application, but the cost is unknown until we see the questions and can obtain a quote from the database provider.

SCHEDULE NEXT MEETING(S): The next meeting is scheduled for May 14, 2024 at 11 AM MDT/12:00 PM CDT via Microsoft Teams. The following meeting is scheduled for August 20, 2024 at 11AM MDT/12 PM CDT via Microsoft Teams.

ANY OTHER BUSINESS: There was no other business to discuss.

Weigel made a motion to adjourn 1:16 PM CDT. Ahrendt seconded the motion. **MOTION PASSED** by unanimous voice vote.


Respectfully submitted,
Brooke Tellinghuisen Geddes
Executive Director

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.