



## Board of Podiatry Examiners

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

Phone: (605) 642-1600  
E-Mail: [office@sdlicensing.com](mailto:office@sdlicensing.com)

### **DRAFT TELECONFERENCE** **BOARD MEETING AGENDA**

TO: **Board Members**

FROM: Carol Tellinghuisen, Executive Secretary

DATE: September 19, 2023

MEETING DATE: **October 6, 2023**

LOCATION: Teleconference with public access at:  
  
Board Office  
629 Main St.  
Spearfish, SD  
605-642-1600

MEETING TIME: **11:00 a.m. MDT / 12:00 p.m. CDT**

The public is invited to attend the meeting via teleconference. Please call the teleconference number at (866) 705-2554. Key in the Passcode: 263756

#### **Agenda Item Number**

1. Call to Order/Welcome and Introductions-Torness
2. Roll Call-Torness
3. Corrections or additions to the agenda
4. Approval of Agenda
5. Public Testimony/Public Comment Period- *11:05 a.m. MDT -5 minutes for the public to address the Board*
6. Approval of Minutes from March 10, 2023
7. FY Financial Update
8. Renewal Update
9. Update on Board Member appointments
10. FPMB Annual Meeting Recap

11. Executive Session per SDCL 1-25-2
  - a. Executive Secretary Contract
12. Schedule Next Meeting(s)
13. Any other business coming in between date of mailing and meeting
14. Adjourn



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### OFFICIAL BOARD MINUTES for March 10, 2023 TELECONFERENCE

**Members Present:** Carolyn Stansberry, DPM, President  
James Johnston, DPM, Member  
Scott Torness, DPM, Member (joined at 11:20 a.m. MST)  
Jeanie Blair, Lay Member

**Members Absent:** None

**Others Present:** Carol Tellinghuisen, Executive Secretary  
Brooke Tellinghuisen Geddes, Executive Assistant  
Katie Funke, Administrative Assistant  
Megan Borchert, General Counsel

**Call to Order/Welcome and Introductions:** Stansberry called the meeting to order at 11:08 a.m. MST.

**Roll Call:** Tellinghuisen Geddes called the roll. Stansberry, yes; Blair, yes; Johnston, yes. A quorum was present. Torness joined at 11:20 a.m. MST.

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

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

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

**Approval of the Minutes from October 7, 2022:** Stansberry made a motion to approve the minutes from October 7, 2022. Johnston seconded the motion. **MOTION PASSED** by unanimous voice vote.

**FY Financial Update:** Tellinghuisen Geddes reported fiscal year-to-date figures as of January 31, 2023: revenue of \$1,633.16; expenditures of \$13,803.49, and cash balance of \$17,159.10. Tellinghuisen Geddes also noted that the bulk of income for this Board comes in May and June.

**Online Renewal System Update:** Tellinghuisen Geddes stated that the database has been up and running and online renewals are ready for this renewal period. Licensees will be able to renew their license online and pay with a credit card.

**Update on Board Member appointments:** Tellinghuisen Geddes advised that the board office has not heard any updates on board member appointments.

**Legislative Updates:** Borchert informed the board on two bills (SB 76 and SB 162) that have passed and impact this board. SB 76 is an expansion of SDCL 36-1D to provide licensure by endorsement and now includes all professions, including Podiatry. She advised that Podiatry already has a similar statute to allow for licensure by endorsement. Therefore, the application process will not substantially change. SB 162 updates the public meeting requirements.

**FPMD Fall/Winter Virtual Meeting-Johnston:** Johnston was not able to attend this meeting. The board office will keep board members updated when future meetings occur.

**Election of Officers:** Johnston made a motion to elect Torness as president and himself as Secretary/Treasurer. Stansberry seconded the motion. **MOTION PASSED** by unanimous voice vote.

**Vote on Executive Secretary Contract Renewal:** Johnston moved to renew the contract with Professional Licensing at the current rate. Stansberry seconded the motion. **MOTION PASSED** by unanimous voice vote.

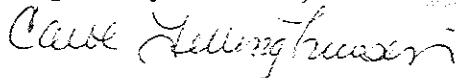
**Schedule Next Meeting:** The next meeting is scheduled for October 6, 2023 at 11:00 a.m. MDT via Microsoft Teams if possible.

**Executive Session pursuant to SDCL 1-25-2:** The Board did not have a need to enter executive session.

**Any other business coming in between the date of mailing and meeting:** None.

Stansberry made a motion to adjourn the meeting at 11:27 a.m. MST. Johnston 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.

STATE OF SOUTH DAKOTA  
REVENUE SUMMARY BY BUDGET UNIT  
FOR PERIOD ENDING: 06/30/2023

AGENCY BUDGET UNIT 09210	09 HEALTH BOARD OF PODIATRY EXAMINERS - INFO	CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR--TO--DATE
COMPANY NO 6503							
COMPANY NAME PROFESSIONAL & LICENSING BOARDS							
092100061821	6503	4293959			PODIATRY EXAM LIC FEE	4,160.00	19,030.00
ACCT: 4293					BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)	4,160.00	19,030.00 *
ACCT: 42					LICENSES, PERMITS & FEES	4,160.00	19,030.00 **
092100061821	6503	4920045			NONOPERATING REVENUES	.00	195.48
ACCT: 4920					NONOPERATING REVENUE	.00	195.48 *
092100061821	6503	4950000000000000000			REFUND OF PRIOR YEARS EXP	.00	65.96
ACCT: 4950					REFUND OF PRIOR YEARS EXPENDITURES	.00	65.96 *
ACCT: 49					OTHER REVENUE	.00	261.44 **
CNTR: 092100061821						4,160.00	19,291.44 ***
CNTR: 092100061						4,160.00	19,291.44 ****
CNTR: 0921000						4,160.00	19,291.44 *****
COMP: 6503						4,160.00	19,291.44 *****
B UNIT: 09210						4,160.00	19,291.44 *****

STATE OF SOUTH DAKOTA  
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT  
FOR PERIOD ENDING: 06/30/2023

AGENCY	BUDGET UNIT	CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
09	HEALTH						
09210	BOARD OF PODIATRY EXAMINERS - INFO						
09210	BOARD OF PODIATRY EXAMINERS - INFO						
COMP							
COMPANY NO	6503						
COMPANY NAME	PROFESSIONAL & LICENSING BOARDS						
092100061821	6503	510103000000000000	BOARD & COMM MERS FEES			420.00	
ACCT: 5101		EMPLOYEE SALARIES					*
092100061821	6503	510201000000000000	OASI-EMPLOYER'S SHARE			420.00	
ACCT: 5102		EMPLOYEE BENEFITS				32.13	*
ACCT: 51		PERSONAL SERVICES				452.13	**
092100061821	6503	520405000000000000	COMPUTER CONSULTANT			35.00	
092100061821	6503	520408000000000000	LEGAL CONSULTANT			128.40	
092100061821	6503	520409000000000000	MANAGEMENT CONSULTANT			.00	
092100061821	6503	520420000000000000	CENTRAL SERVICES			.00	
092100061821	6503	520420400000000000	RECORDS MGMT SERVICES			.00	
092100061821	6503	520420700000000000	HUMAN RESOURCES SERVICES			.00	
092100061821	6503	520458000000000000	TRUCK-DRAYAGE & FREIGHT			.00	
092100061821	6503	520459000000000000	INS PREMIUMS & SURETY BDS			.00	
092100061821	6503	520496000000000000	OTHER CONTRACTUAL SERVICE			139.69	
ACCT: 5204		CONTRACTUAL SERVICES					
092100061821	6503	520502000000000000	OFFICE SUPPLIES			303.09	*
ACCT: 5205		SUPPLIES & MATERIALS				.00	
ACCT: 52		OPERATING EXPENSES				303.09	*
COMP: 6503	PROFESSIONAL & LICENSING BOARDS					23,351.56	**
CENTER: 092100061821						23,803.69	***
B UNIT: 09210						23,803.69	****
						23,803.69	*****

BA1409R1

STATE OF SOUTH DAKOTA  
CASH CENTER BALANCES  
AS OF: 06/30/2023

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AGENCY: 09 HEALTH

BUDGET UNIT: 09210 BOARD OF PODIATRY EXAMINERS - INFO

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	092100061821	1140000	24,817.18	DR	BOARD OF PODIATRY EXAMINERS
COMPANY/SOURCE TOTAL 6503 618			24,817.18	DR *	
COMP/BUDG UNIT TOTAL 6503 09210			24,817.18	DR **	
BUDGET UNIT TOTAL 09210			24,817.18	DR ***	