



# Board of Podiatric Medicine

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## MINUTES OF THE MEETING HELD ON December 7, 2015

### Members Present:

Stephen Powless, DPM, President, Nicole Bauerly, DPM, Kimberly Bobbitt, DPM, Schelli McCabe, DPM, James Nack, DPM, Margaret Schreiner

### Staff Present:

Ruth Grendahl, Nicholas Lienesch

### Quorum

The meeting was called to order by Dr. Powless, President, at approximately 5:30 p.m. at the Board Office Conference Room #430, 2829 University Avenue SE, Minneapolis, MN, and a quorum was declared present.

### Minutes

Minutes of the meeting held on September 14, 2015 of the Regular Board Meeting were approved. Motion by McCabe, seconded by Schreiner; motion carried.

### Licenses issued since last Board meeting:

Corey Valentine, DPM, Melanie Johnson, DPM

### Fiscal/Budget Report

The Board reviewed budget revenues and expenditures reports, as well as other financial reports generated by the Administrative Services Unit (ASU) and Board, per the 2005 OLA Financial Audit recommendation stating that Board members should be provided detailed, monthly revenue and expenditure accounting transactions report for their review and approval during regularly scheduled Board meetings. No concerns were raised about the monthly revenue and expenditure accounting transactions. Financial reports were accepted; Motion by Bauerly, seconded by Nack; motion carried.

HPSP – Margaret Schreiner reported on the HPSP proposed workgroup governance structure, which she did not support at the full Advisory Committee. The Board supported the Schreiner position to maintain HLB Board appointments and not the proposed changes. Motion by McCabe, seconded by Schreiner; motion carried.

Tennessee Podiatric Medical Society CME Sponsorship Request – Grendahl reported the TPMA did not include the requested CME for their conference in their initial request. The Board previously approved 24 CME, but TPMA were anticipating 26 CME as approved in past years. Upon review of the request again, the Board approved 26 CME. Motion by McCabe, seconded by Scheiner; motion carried.

Managerial Compensation Grid for ED Position – Grendahl reported on several meetings with MMB disputing the 9M managerial ranking of the Board of Podiatric Medicine Executive Director Position. The rating is the absolute lowest in the state managerial compensation grid. Grendahl expressed succession planning concerns, in that HLB's with higher salaries have been experiencing failed searches to fill ED vacancies. Grendahl was directed to work with Chair Powless to request a re-allocation. Than of the position from MMB. Motion by Nack, seconded by Schreiner; motion carried.

#### Executive Director Annual Performance Review

Grendahl gave an overview of Board accomplishments over the past year and reported that no salary increase was available at this time. Grendahl was excused from Board discussion. The Board certified the employee's performance exceeds standards, approved an achievement award of \$2,000 and will review increased compensation if it comes available. Motion by Nack, seconded by Schreiner; motion carried.

Updated Retention Schedule – Grendahl presented an updated retention schedule for Board approval. She discussed the new database system automatically reports on license verifications requests any Agreement for Corrective Actions (ACA), a change from the previous database. Although ACA are public information, they do not constitute disciplinary actions in the past and were not reported automatically. Many ACA are very dated, so it was determined to not automatically report them except for the past 7 years, unless specifically requested. Motion by Bauerly, seconded by Schreiner; motion carried.

#### Adjournment

The regular Board meeting adjourned at approximately 6:30. Motion by Bauerly, seconded by McCabe; motion carried.

Remaining meeting dates for 2016: March 7, June 20, September 12, and December 5