



**Board of Podiatric Medicine**  
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**MINUTES OF THE MEETING HELD ON**  
Monday, June 3, 2024

**Board Members Present:** Nicole Bauerly, DPM (via Webex); Kimberly Bobbitt, DPM; Lois McCray; Allison Willkom, DPM (via Webex); Jackie Pham, DPM (via Webex); Ryan Peterson (via Webex)

**Staff Present:** Paul Bakken, Executive Director

**Guests Present:** Marit Sivertson, MPMA Executive Director

**Quorum:** Board President Dr. Bobbitt called the meeting to order at 5:32 PM and declared a quorum present.

**Adopt Agenda:** Upon a motion made and seconded to adopt the proposed agenda, the Board took a roll call vote and approved this motion unanimously.

**Visitors to be Heard:** There were no visitors who wished to address the Board.

**Approval of Meeting Minutes:** Upon a motion made and seconded to approve the Minutes of the March 4, 2024 regular Board meeting, the Board took a roll call vote and approved this motion unanimously.

**Licensing Report:**

DPM License Renewals –

As of 6/4/2024, 168 DPM licensees were eligible for renewal. 143 renewals are complete. 10 Licensees have submitted renewal applications and fees but are CME deficient. 10 Licensees have requested voluntary termination of their license. 5 Licensees have not yet responded to multiple renewal notices sent by email and phone message. The Executive Director will continue to work with Licensees on resolving CME issues and will continue outreach efforts to the non-responding Licensees.

Temporary Permits Renewals / Incoming residents –

All Year 3 and Year 2 MN residents have renewed their permits. Of the 7 incoming Year 1 residents, 2 have completed their applications and have been issued permits. The remaining 5 applications are complete save for the fee payment and will issue upon receipt of the fee.

Upon issuance of the remaining 5 permit applications, the affiliation of the balance of permits held will be Gundersen (6), HCMC (6), Regions/Health Partners (9), and Ascension St. John's Hospital (1).

Licenses/permits/registrations issued since last Board meeting –

11 DPM – Dr. Stefany Carvalho, Dr. Dalia Clausen, Dr. Jacob Harder, Dr. Russell Hill, Dr. Travis Johnson, Dr. Sarah Laney, Dr. Samantha Luer, Dr. Justin Metli, Dr. Jamie Mieras, Dr. Chloe Sakow, Dr. Ben Tonsager.

2 Temporary Permits – Dr. Cameron Chung, Dr. Taylor Fillar

3 Prosthetist Orthotists – John Coleman, Gino Fruci, Travis Laudenbach, Rebecca O'Hotto, Ryan Skrove

2 Pedorthist – Kurt Brandau, Kayla Roske

0 Prosthetist –

0 Prosthetist Assistant –

0 Orthotist Assistant –

0 Fitter –

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. Upon a motion made and seconded to accept and approve the financial reports, the Board took a roll call vote and approved this motion unanimously.

The Board also discussed the current budget projections for the Board and directed the Executive Director to provide a recommendation for fee increases at the next Board meeting.

Executive Director Report: The Executive Director reported that there has been some movement on fixes to ALIMS, our Board's electronic licensing information system. The maintenance and improvement projects for Podiatric Medicine are scheduled for the next group of contracts to be released by MNIT. Also related to ALIMS, all DPM licensees are now on the correct renewal cycles, with the last three out-of-sequence licensees addressed during the last renewal cycle. The Executive Director uncovered and fixed several other term-related issues with other active records, too. Finally, the Board discussed the prospects of updates to the Practice Act and Rules for DPM licensees. The Executive Director will send links to the current Act and Rules to the Board members for review.

HPSP Report: Director Peterson provided the Board with an update on HPSP activity since the last Board meeting. The Board currently has no Licensees participating in HPSP.

CRC Update: The Executive Director reported that CRC caseload is currently at three pending cases.

CME Committee Report: The CME committee reported to the full Board that the committee has approved the 2024 JAB Maui Symposium, held January 27 – February 1, 2024, for 20.66 contact hours.

Other Business: The Board recognized the resignation of Dr. Pham from the Board and thanked her for her years of public service.

2022 Meeting Schedule: The remaining meetings for this year are September 9, and December 2.

Executive Session: The Board entered executive session at approximately 6:04 PM to discuss personnel items.

Adjournment: Upon a motion made and seconded to adjourn the Board meeting, the Board took a roll call vote and approved this motion unanimously. Meeting adjourned at 6:29 PM.