

North Dakota Board of Podiatric Medicine
Regular Board Meeting
October 9, 2021

Board Members Present: Ashley Evanoff, DPM, Gordon Leingang, DO, Eric Hart, DPM, Andrew Knudsen, DPM and Josh Jeffers

Absent: Aaron Albers, DPM

Others Present: Stacy Moldenhauer, JD, attorney and JoDee S. Wiedmeier, Executive Director

Dr. Evanoff served as chairman of the meeting and called the meeting to order at 9:05 a.m. CDT. After welcoming the board members and noting there was a quorum, the Board's mission statement was read. A call for additional agenda items was made. No new agenda items were placed on the agenda.

The proposed minutes from the October 3, 2020 board meeting had been previously distributed to the board members. Dr. Leingang moved to approve the meeting minutes as written. Dr. Knudsen seconded the motion. Those in favor: Drs. Evanoff, Leingang, Hart, Knudsen and Mr. Jeffers. None opposed. Motion passed unanimously.

The proposed minutes from the January 17, 2021 special board meeting had been previously distributed to the board members. Mr. Jeffers moved to approve the meeting minutes as written. Dr. Leingang seconded the motion. Those in favor: Drs. Evanoff, Leingang, Hart, Knudsen and Mr. Jeffers. None opposed. Motion passed unanimously.

A review of the temporary permits for residency issued to Sarah D. Laney, DPM (TP 10) and Robert Ivey, DPM (TP 11) on July 1, 2021 by approval of the President was had. It was further noted that Drs. Gravos, Fitzke, Bierman, and Gebert-Oberle continued in the residency program and their respective permits were renewed as of July 1, 2021, as well. No concerns were noted. Dr. Hart moved to ratify the newly issued permits TP 10 and TP 11. Dr. Knudsen seconded. No further discussion was had. Those in favor: Drs. Evanoff, Leingang, Hart, Knudsen and Mr. Jeffers. None opposed. Motion passed unanimously.

Ms. Wiedmeier gave the licensure report and licensure renewal report. There are currently 40 total podiatric licenses issued. Thirty-four are active licenses and six are temporary permits for residency. All full active licensees renewed for 2021. There are no pending applications before the Board at this time.

Dr. Albers' and Dr. Leingang's terms on the board both expire in June of 2022. Dr. Albers' first term is expiring and he is eligible for re-appointment. Dr. Albers is absent, but Dr. Evanoff reported that he is willing to serve a second term and has completed all of the paperwork provided by the Governor's office for re-appointment. Dr. Leingang's second term is expiring in June of 2022 and he is not eligible for re-appointment. The Board members will reach out to physicians encouraging them to submit an application on the Governor's website for

appointment to the board. Dr. Leingang was thanked for his wonderful service for the past eight years on the board and was wished well in his future endeavors. Dr. Leingang will receive a Certificate of Service to commemorate his time on the board.

Dr. Evanoff and Ms. Wiedmeier presented the personal appearance outline. It was noted that the board wants a more consistent personal appearance interview and an outline was drafted to provide guidance to this board and future boards. Dr. Hart moved to approve the outline and use it as a guide during the personal appearance by applicants. Dr. Knudsen seconded. No further discussion was had. Those in favor: Drs. Evanoff, Leingang, Hart, Knudsen and Mr. Jeffers. None opposed. Motion passed unanimously.

Dr. Evanoff and Ms. Wiedmeier reported on the FPMB's annual meeting that was held virtually on April 30, 2021. The American Podiatric Medical Licensing Examination (APMLE) Clinical Skills Patient Encounter (CSPE) Part II was canceled for 2021. The concern was how that would affect licensure by state licensing boards. The North Dakota statute states that "all parts" of the APMLE must be passed. If the CSPE Part II was not required for the class of 2021, then the applicant would have passed all parts of the exam offered at that time and therefore our statute does not need to be amended. The meeting did end again with an open forum where the boards could speak about current topics of interest and get input from other boards.

Dr. Hart's request for approval of his CME on Peripheral Arterial Disease for one credit hour. It was noted that this CME is scientific in nature and directly related to the practice of podiatric medicine. Dr. Knudsen moved that the CME be approved for Dr. Hart and any other podiatrists that attended this CME. Dr. Leingang seconded. No further discussion was had. Those in favor: Drs. Evanoff, Leingang, Knudsen and Mr. Jeffers. None opposed. Dr. Hart recused himself from this vote. Motion passed unanimously.

Stacy Moldenhauer joined the meeting at 9:40 a.m.

Ms. Wiedmeier and Ms. Moldenhauer provided an update on the bills that were being monitored by the board during the 2021 Legislative Assembly. It was noted that two bills requiring reports be submitted by the board were passed.

House Bill 1013 required a report on fees. Ms. Wiedmeier presented the beginning of a draft report for the board's discussion. Dr. Hart moved that the Ms. Wiedmeier and Ms. Moldenhauer be assigned to finalize the fee report and submit it the office of management and budget by July 1, 2022 as required in HB 1031 (NDCC Chapter 54-35). Dr. Knudsen seconded. No further discussion was had. Those in favor: Drs. Evanoff, Leingang, Hart, Knudsen and Mr. Jeffers. None opposed. Motion passed unanimously.

SB 2175 requires the board to review its licensure laws to make sure they are consistent with the amended sections in NDCC Chapter 43-51, and to be submit a report to the Department of Commerce. Dr. Knudsen moved to assign Ms. Wiedmeier and Ms. Moldenhauer to review the pertinent licensure laws for consistency and submit the report by August 1, 2022. Dr. Leingang

seconded the motion. No further discussion was had. Those in favor: Drs. Evanoff, Leingang, Hart, Knudsen and Mr. Jeffers. None opposed. Motion passed unanimously.

It was noted that the military service question added to the application for full licensure was not added to the application for temporary permit. To be thorough and since the state is requiring the tracking of this information, it should be added. Dr. Jeffers moved to amend the application for temporary permit to include a question regarding military service. Dr. Hart seconded. No further discussion was had. Those in favor: Drs. Evanoff, Leingang, Hart, Knudsen and Mr. Jeffers. None opposed. Motion passed unanimously.

Dr. Hart made a motion to enter into Executive Session in order to discuss information that contains confidential patient data and to further consult with the board's attorney in such matters. Dr. Knudsen seconded. Those in favor: Drs. Evanoff, Leingang, Hart, Knudsen and Mr. Jeffers. None opposed. Motion passed unanimously. The board entered Executive Session at 10:02 a.m. CDT.

The executive session concluded at 10:08 a.m. CDT. It was noted that one complaint was reviewed by the board and dismissed. The regular meeting resumed at 10:08 a.m. CDT.

Ms. Moldenhauer was dismissed from the meeting at 10:11 a.m. CDT.

An annual evaluation of the performance of the Executive Director was had. It was noted that Ms. Wiedmeier does a great job for the board and there were no concerns regarding her job performance. The discussion regarding her salary was tabled until the such time as the budget is discussed.

The 2020 Annual Financial Report was previously provided the board. Ms. Wiedmeier reported that commencing this year, a separate section was included for the reserve fund, so the operating fund and reserve fund are now shown separately on the report. The 2020 Annual Financial Report was filed late this year and approval was still pending.

The proposed budget had been previously submitted to the board for review. Discussion was had regarding additional funding for the reserve fund for fiscal year 2022. It was noted that in each of the past four years, the board has set aside \$5,000 for the reserve fund with a total of \$20,000. The amount in the operating fund as of August 31, 2021 is \$39,175.94. Dr. Knudsen recommended that no additional reserve funds be transferred from the operating fund to the reserve fund and that it be revisited next year. Dr. Knudsen moved leave the reserve fund at \$20,000 and to not transfer any additional funds from the operating fund to the reserve fund. Dr. Hart seconded. No further discussion was had. Those in favor: Drs. Evanoff, Leingang, Hart, Knudsen and Mr. Jeffers. None opposed. Motion passed unanimously.

Mr. Jeffers moved to increase the Executive Director's salary by 5%, effective January 1, 2022, and to amend the Executive Director line item on the proposed budget to \$17,867.94. Dr. Hart seconded. No further discussion was had. Those in favor: Drs. Evanoff, Leingang, Hart, Knudsen and Mr. Jeffers. None opposed. Motion passed unanimously.

Dr. Knudsen moved to approve the proposed 2022 budget, as amended. Dr. Hart seconded. No further discussion was had. Those in favor: Drs. Evanoff, Leingang, Hart, Knudsen and Mr. Jeffers. None opposed. Motion passed unanimously.

Election of officers was had. Dr. Hart moved to nominate and elect the slate of officers as follows: President - Dr. Ashley Evanoff; Vice President – Dr. Aaron Albers; and Secretary/Treasurer- Dr. Andy Knudsen. Dr. Legaing seconded. No further discussion was had. Those in favor: Drs. Evanoff, Leingang, Albers, Knudsen and Mr. Jeffers. None opposed. Motion passed unanimously.

The next regularly scheduled board meeting will be held on October 1, 2022, at 9:00 a.m. in Bismarck. Ms. Wiedmeier will make the necessary arrangements.

Dr. Hart moved to adjourn the meeting. Dr. Knudsen seconded. The meeting adjourned at 10:37 a.m. CDT.

Respectfully Submitted,



Andy Knudsen, DPM
Secretary/Treasurer

Attest:



Ashley Evanoff, DPM
President