



State of Louisiana
Department of Health and Hospitals
Louisiana Physical Therapy Board

104 Fairlane Drive, Lafayette, LA 70507
(337) 262-1043 FAX (337) 262-1054

February 26, 2014

6:00 Call Meeting to order

6:05 Reports

Chairman's Report

- Introduction of the new Executive Director: Charlotte F. Martin
- Board meeting procedure and structure/responsibility of the board.
- Policy: In the absence of a permanent executive director all inquiries first go to attorneys to be reviewed. If the matter is urgent, the attorney will immediately contact the chair. If the matter is not urgent, the matter will be discussed at the next board meeting and the chair will assign the inquiry to a board member. Once the inquiry is answered, it will be sent to the attorney for review. The chair will approve all inquiry responses before they are mailed.
- Update on Lease No 09-0337 - Expiration date 05 31 14 with no option to renew

Treasurer's Report

- Request for the amendment of the contract for Courtney Newton
- January 2014 actual vs. budget
- Securities - January 2014
- CD Resolution - Papale

Executive Director's Report

- Licensing and renewals: Update
- Continuing Education: Update
- Policy question: Procedures for answering questions related to the Practice Act
- Office Update: Banking, Security, IT/Website

6:30 Legal

- Robert Martin - Papale
- Open Meetings Presentation - Newton
- Presentation discussing FTC v. North Carolina Board of Dentistry - Newton

7:00 Unfinished Business

- Task Tracker for December 2013

7:30 Monitoring Disciplined Therapists Report

- Monitoring Consent Orders

8:00 New Business

- Advisory Appointment for New Orleans area

8:30 Correspondence

- CMS Transmittal 175
- Re Further Research

- Dry Needling Training
- goal setting documentation questions
- Jimmo versus Sebelius
- Physical Therapists' Scope of Practice
- plan of care questions
- Question regarding PTA supervision and discharge summaries
- RE Jurisprudence Course

9:00 Adjournment

LOUISIANA PHYSICAL THERAPY BOARD

February 26, 2014

APPROVED

Proceedings for the Louisiana Physical Therapy Board, taken in special session on Wednesday, February 26, 2014, at 104 Fairlane Drive, Lafayette, LA 70507. The meeting was called to order at 6:30 p.m. A quorum of members was present. Board members present were: Chairman Al Moreau, Treasurer/Secretary Danny Landry, Jerry Jones, Jr., Kristina Lounsberry, Elizabeth "Beth" Austin and Sue Bartol. Advisory committee member present was Wayne Campbell. Charlotte Martin, Executive Director, George Papale, General Counsel and Courtney P. Newton, Attorney was also present.

ADOPTION OF MINUTES OF PREVIOUS MEETING

Minutes of the January and February Board meetings were accepted as written.

CHAIRMAN'S REPORT

Al Moreau introduced the new Executive Director, Charlotte Martin and the LPTB staff members Ashley Richard and Danielle Linzer to the board.

Chairman Moreau reviewed the board procedure and structure of board meetings, as well as the board policy for inquiries in the absence of a permanent executive director.

Chairman Moreau reported to the board that the Lease for the current building is under review and needs approval from the state. The board should hear back in two or more weeks from the state. The board office will remain at the current location: 104 Fairlane Dr., Lafayette, LA 70507 under a renewed lease agreement.

Chairman Moreau discussed the importance of all board letters to be signed either by the Chair or the Executive Director. It is decided that all letters should be signed by the Executive Director, unless otherwise noted.

TREASURER'S REPORT

Motion by Kristina Lounsberry, seconded by Jerry Jones to amend the contract for attorney Courtney Newton from a maximum of \$30,000 to not exceed \$80,000 for the remainder of the contract. Motion voted in and unanimously approved.

Treasurer Landry presented the cash in the bank for the month of January 2014 totaled \$34,963.53. He reported that the income for January 2014 totaled \$11,742.31 and expenses totaled \$38,308.92.

CDs at the Bank of Montgomery total \$711,602.52 at the end of January. The Business Savings account at Chase Bank had \$302,475.16.

Treasurer Landry reported that the board will begin drafting the mandatory annual report to the Governor for this fiscal year.

Treasurer Landry discussed with the board having an exhibitor's booth and introducing the new executive director at the upcoming spring meeting for the LPTA.

EXECUTIVE DIRECTOR REPORT

Executive Director, Charlotte Martin reported on the status of renewals for 2014: 243 renewals including 178 PT renewals and 65 PTA renewals. Mrs. Martin updated the board on the upcoming Jurisprudence special session to be held in Lafayette on March 6th to be held in the board conference room. Treasurer Landry will be presenting at the Jurisprudence.

Mrs. Martin confirmed the office policy with the board: questions related to the Practice Act will not be answered by staff members, unless the answer can be referenced and cited. Any question

that cannot be referenced and cited must be approved board members prior to responding during this time of transition of executive leadership.

Mrs. Martin noted that the previous executive director's name is being printed on wallet cards renewed or issued before February 24, 2014. Licenses issued or renewed on or after February 24, 2014 will have the new executive director's name referenced on the wallet card.

Mrs. Martin recommended that the board extend the contract for the current CPA to provide additional financial support during this period of transition. Motion by Kristina Lounsberry, seconded by Jerry Jones to pursue a change in the CPA, Elaine Richard, contract to begin monthly review with a maximum expenditure of \$6,000 per year.

LEGAL

George Papale, Attorney to the Board address the question from Robert Martin, aspiring PT in regards to the board's confirmation that he will be approved for licensure after successfully completing an accredited program. The legal counsel to the board and the board agree that a determination cannot be made in advance of his application for licensure. At that time, his application will be reviewed and it will be determined if he will be able to be licensed.

Courtney Newton requested to move the presentations: "Open meetings" and "FTC v. North Carolina Board of Dentistry" to a future board meeting agenda.

UNFINISHED BUSINESS

TASK TRACKER for January 2014

MONITORING DISCIPLINED THERAPISTS

NEW BUSINESS

Motion by Kristina Lounsberry, seconded by Susan Bartol to select Althea Jones to the advisory committee. Charlotte Martin will notify Althea Jones of the appointment.

Secretary/Treasurer Landry reported on a recent FARB meeting in Austin, TX.

Secretary/Treasurer Landry reported on the APTA's CSM meeting in Las Vegas. NV.

Chairman Moreau discussed consideration for the board to send the new executive director to the FSBPT's Board Member and Administrator training in Alexandria, VA this coming June.

CORRESPONDENCE

BOARD MEMBER MONTHLY CALLS

Board meeting was adjourned at 10:15pm.

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