

GEORGIA STATE BOARD OF PHYSICAL THERAPY
Minutes of the Board Meeting
June 19, 2007

The Georgia State Board of Physical Therapy met on **June 19, 2007** at the Office of the Professional Licensing Boards Division, 237 Coliseum Drive, Macon, Georgia for the purpose of conducting business. The meeting was called to order at 9:12 a.m. Ms. Portee declared a quorum of the board present.

Board Members Present:

Charlene Portee, P.T., President
John L. Cowherd, Consumer Member
Lola Rosenbaum
Andy Ellis, P.T.
George Hamil, P.T.
Donald Walsh, P.T.
Patricia Willis, P.T.

Staff Present:

Lisa Durden, Executive Director
Calandra Paschal, Board Secretary

Absent:

Becky Adams, Board Attorney

Visitors in Attendance:

Jan Porch, PTAG
Lauren Richards, SPT, Georgia Tech

APPOINTMENTS

1. **G.T.E.** met with the Board to discuss his application for licensure. Ms. Rosenbaum made a motion to approve the license; Mr. Cowherd seconded the motion. The Board voted to approve his license.

AGENDA

1. **Rule 490-4-.02 – Continuing Competence Requirements.** Mr. Cowherd made a motion to approve the rule as posted; Mr. Walsh seconded the motion. The Board voted to approve the rule. **490-4-.02 Continuing Competence Requirements. Amended.**

(1) The Georgia State Board of Physical Therapy requires each licensed physical therapist and physical therapist assistant to participate in a minimum number of thirty (30) clock hours of experience per licensure period to promote continuing competence ~~per licensure period~~. ~~The minimum number of hours is: 40 clock hours required effective January 2002.~~ The Board has defined the requirements for competence as planned learning experiences which the licensee can show is intended to increase their present skill level and that the content is beyond minimal educational requirements for physical therapists and physical therapist assistants ~~the licensees' present level of knowledge and competence, which may be subject to audit by the board.~~ Content of the experience must relate to patient care in physical therapy whether the subject is research, treatment, documentation, education, management, or some other content area. The purpose of this requirement is to assist in assuring safe and effective practices in the provision of physical therapy services to the citizens of Georgia. In the event that a licensee does not meet this requirement, the license will not be renewed.

(a) Continuing competence requirements may be met through the mechanisms identified

in the categories, Class I and Class II.

(b) The ~~forty (40)~~ thirty (30) hours of continuing competence requirements per biennium include a minimum of four (4) contact hours specifically in ethics and jurisprudence as defined in the Georgia Physical Therapy Act or by passage of the Georgia Jurisprudence

Examination. Passage of the examination is equivalent to the four (4) hour requirement.

(c) The total hours required biennially for continuing competence may be distributed between Class I and Class II activities, ~~beginning January 2000. Until January 2000, all hours must be obtained through Class I activities. Effective January 2000 and January 2002, a~~ A maximum of 10 hours may be obtained through Class II activities. All required hours may be met through Class I activities. Competence credit is the clock hours spent in an activity except as noted below. Any Class I activity without a stated maximum number of hours may be used to accrue all required hours.

(d) A maximum of ten (10) continuing competence credit hours will be accepted per calendar day.

(2) Class I and Class II acceptable continuing competence evidence shall be: credit shall be awarded to programs sponsored by Continuing Competence providers as noted in the board by policy, provided that the content is beyond the licensee's present level of knowledge and competence which may be subject to audit by the Board.

~~(a) Peer review of practice with verification of acceptable practice by a recognized entity continuing competence credit is 30 hours per review;~~

~~(b) Courses, seminars, workshops, and symposia attended by the licensee which have been approved for continuing education units (CEUs) by appropriate CEU agencies;~~

~~(c) Courses, seminars, workshops, and symposia attended by the licensee and approved by the recognized health related organizations. Colleges and universities are considered health related organizations;~~

~~(d) Home study courses or courses offered through electronic media that include objectives and verification of satisfactory completion of the course;~~

~~(e) University credit courses; Continuing competence credit is 12 hours per semester credit hour;~~

~~(f) Participation as a presenter, through a peer review process, in continuing education courses, workshops, seminars or symposia which have been approved by the approved list above; Continuing competence credit is based on contact hours and may not exceed 20 hours per topic;~~

~~(g) Authorship of a presented scientific poster, scientific platform presentation or published article undergoing peer review; Continuing competence credit is 10 hours per event and may not exceed 30 hours;~~

~~(h) Teaching a physical therapy or physical therapist assistant credit course when that teaching is an adjunct responsibility and not the primary employment; Continuing competence credit is based on contact hours not to exceed 30 hours;~~

~~(i) Certification of clinical specialization by the America Board of Physical Therapy Specialties. Continuing competence credit is 30 hours and is recognized only in the biennium in which certification or recertification is awarded.~~

~~(3) Class II acceptable continuing competence evidence shall be:~~

~~(a) Self instruction from reading professional literature; Continuing competence credit is limited to a maximum of one (1) hour;~~

~~(b) Attendance at a scientific poster session, lecture, panel, symposium or university course that does not meet the criteria for Class I; Continuing competency credit is one hour per hour of activity;~~

~~(c) Acting as a clinical education instructor for an accredited physical therapist or physical therapist assistant educational program; Continuing competence credit is one (1) hour per eight (8) contact hours;~~

~~(d) Acting as a clinical instructor or an intern for a formal, nonacademic, advanced clinical internship or as a mentor or a learner for a formal, nonacademic mentorship;~~

Continuing competence credit is one (1) hour per eight (8) contact hours.

(3) Unacceptable activities for continuing competence include, but are not limited to:

(a) Orientation and in-service programs;

(b) Meetings for purposes of policy decisions;

(c) Non-educational meeting at annual association, chapter or organization meetings;

(d) Entertainment or recreational meeting or activities;

(e) Committee meetings, holdings of offices, serving as an organization delegate;

(f) Visiting exhibits;

(g) CPR.

~~(4) Unacceptable activities for continuing competence include, but are not limited to:~~

~~(a) Orientation and in-service programs;~~

~~(b) Meetings for purposes of policy decisions;~~

~~(c) Non-educational meeting at annual association, chapter or organization meetings;~~

~~(d) Entertainment or recreational meeting or activities;~~

~~(e) Committee meetings, holdings of offices, serving as a organization delegate;~~

~~(f) Visiting exhibits;~~

(4) Continuing competence requirements shall apply within the first biennium that a physical therapist/physical therapist assistant is licensed in Georgia. However, licensees who have graduated during the current renewal biennium and who have passed the National Physical Therapy Examination are exempt from the continuing competence requirement during the biennium in which they have graduated and successfully passed the exam.

(5) Applicants approved for initial licensure by examination are not required to accrue continuing competence hours for the biennium in which initial licensure occurred. Individuals licensed during the last six (6) months of a biennium renewal period will not be required to meet continuing competence requirements for that biennium.

(6) Procedure for verifying with the Board that the continuing competence requirements have been met:

(a) Maintain a signed peer review report or an official program or outline of the course attended or taught or copy of the publication which clearly shows that the objectives and content were related to patient care in physical therapy and shows the number of contact hours, as appropriate. The information also should clearly identify the licensee's responsibility in teaching or authorship. These records should be maintained in the licensee's personal files for no less than three (3) years from the beginning date of the licensure period through the even numbered year after the license is renewed.

(b) Maintain a CEU certificate or verification of completion of home study which identifies the sponsoring entity that can be contacted during an audit, or maintain a copy of the final grade report in the case of a University credit course(s), or specialization certificate, or proof of attendance with a copy of the program for the other acceptable Class I or II activities, or documentation of self instruction or reading professional literature. These records should be maintained by the licensee for no less than three (3) years from the beginning date of the licensure period.

(c) Complete the Verification of Continuing Competence form as instructed and mail to the Board office with the renewal card, if audited. The Verification of Continuing Competence form will be mailed to the licensee with the renewal notice, if audited. These records should be maintained in the licensee's personal files for no less than three (3) years from the beginning date of the licensure period through the even numbered year after the license is renewed. Individuals who have been reinstated within the last six (6) months of a biennium renewal period may use the continuing competence coursework used for reinstatement, thereby making them exempt from the requirement for that biennium renewal period.

(7) Responsibilities of Licensee:

- ~~(a) To maintain the documents identified in number (6) above for no less than three (3) years from the beginning date of the licensure period. These records should be maintained in the licensee's personal files for no less than three (3) years from the beginning date of the licensure period through the even numbered year after the license is renewed.~~
- ~~(b) To submit a properly completed and notarized "Verification of Competence Education" form to the Georgia State Board of Physical Therapy, if audited.~~
- ~~(c) To complete all steps necessary to meet the relicensure requirements on or before October 31st of the odd numbered years.~~
- ~~(d) To provide the Board with information requested during an audit.~~
- ~~(e) To keep a current mailing address on file with the Licensing Board Office at all times.~~
- Those licensees selected for audit shall submit the Verification of Continuing Competence form and documentation of compliance upon receipt of notice. Acceptable documentation shall include:
- (a) An official program or outline of the course attended or taught or a copy of the publication which clearly shows that the objectives and content were related to patient care in physical therapy and shows the number of contact hours, as appropriate. The information also should clearly identify the licensee's responsibility in teaching or authorship; and,
- (b) A certificate or verification of completion of home study which identifies the sponsoring entity or maintain a copy of the final grade report in the case of a University credit course(s), or specialization certificate, or proof of attendance with a copy of the program for the other acceptable activities, or documentation of self-instruction or reading professional literature; or,
- (c) Verification of a peer review of practice with verification of acceptable practice by a recognized entity. An example of a recognized entity is the American Physical Therapy Association Board Policy (See APTA Policy G03-05-15-40).
- (8) Responsibilities of the Board Licensee:
- ~~(a) To maintain the licensure status of all licensees. To maintain the documents identified in number (5) above for no less than three (3) years from the beginning date of the licensure period. These records should be maintained in the licensee's personal files for no less than three (3) years from the beginning date of the licensure period through the even numbered year after the license is renewed.~~
- ~~(b) To perform audits of licensees' personal records which support information given on the "Verification of Continuing Competence" form submitted to the Board by the licensees. To submit a properly completed and notarized "Verification of Competence Education" form to the Georgia State Board of Physical Therapy, if audited.~~
- ~~(c) To mail "Verification of Continuing Competence" forms to licensees prior to October 31st, of odd numbered years, if audited. To complete all steps necessary to meet the relicensure requirements on or before December 31st of the odd numbered years.~~
- ~~(d) To provide the Board with information requested during an audit.~~
- ~~(e) To keep a current mailing address on file with the Licensing Board Office at all times.~~
- ~~(9) Each licensee must assume full responsibility for meeting the relicensure requirements according to these rules. In the event that a licensee does not meet these requirements, the license will not be renewed.~~
- ~~(10) The Board will perform periodic audits for the purpose of assuring the public of its protection.~~

Authority O.C.G.A. §§ 43-1-10, 43-1-19, 43-1-24, 43-1-25, 43-33-10, 43-33-14, 43-33-16, and 43-33-18.

2. Continuing Competence Policy. Ms. Rosenbaum made a motion to approve the new Continuing Competence Policy; Mr. Cowherd seconded the motion. The Board voted to adopt the policy.

Policy #7 - Continuing Competence Policy

The Georgia State Board of Physical Therapy requires each licensed physical therapist
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and physical therapist assistant to participate in a minimum number of thirty (30) clock hours of experience to promote continuing competence per licensure period. **The Board has defined the requirements for competence as planned learning experiences which have content beyond the licensee's present level of knowledge and competence which may be subject to audit by the board.** Content of the experience must relate to patient care in physical therapy whether the subject is research, treatment, documentation, education, management, or some other content area. The purpose of this requirement is to assist in assuring safe and effective practices in the provision of physical therapy services to the citizens of Georgia. In the event that a licensee does not meet this requirement, the license will not be renewed. The following are programs which may be included for approval; however, this list is not limited to these suggested programs.

The following programs may be considered for Class I approval, but are not limited to:

- (a) Programs approved by the American Physical Therapy Association and its affiliate components; or
- (b) Programs approved by the Physical Therapy Association of Georgia or any other state chapters; or
- (c) Programs approved by the Federation of State Boards of Physical Therapy; or
- (d) Programs provided at CAPTE-Accredited colleges and universities with programs in physical therapy when the continuing competency course is held under the auspices of the school of physical therapy; or
- (e) Programs provided by the American Academy of Physical Therapy; or
- (f) Programs approved by another state board; or
- (g) Programs provided at JCAHO-accredited healthcare organizations; or
- (h) Programs provided by the American Academy of Orthopedic Surgeons; or
- (i) Programs provided by the National Athletic Trainers Association; or
- (j) Programs provided by the American Dental Association; or
- (k) Programs provided by the American Association of Nurses; or
- (l) Programs provided by the American Occupational Therapy Association; or
- (m) Fifteen (15) hours for undergoing a peer review; or
- (n) Ten (10) hours for conducting a peer review when that activity is an adjunct responsibility and not the primary employment; or
- (o) Participation as a presenter for continuing education courses, workshops, seminars or symposia which have been approved by the approved list above; Continuing competence credit is based on contact hours and may not exceed 10 hours per topic;
- (p) Authorship of a presented scientific poster, scientific platform presentation or published article; Continuing competence credit is 10 hours per event and may not exceed 20 hours;
- (q) Teaching a physical therapist or physical therapist assistant credit course when that teaching is an adjunct responsibility and not the primary employment; Continuing competence credit is based on contact hours not to exceed 20 hours;
- (r) Certification of clinical specialization by the American Board of Physical Therapy Specialties. Continuing competence credit is 30 hours and is recognized only in the biennium in which certification or recertification is awarded.

The following programs may be considered for Class II approval (limited to 10 hours):

- (a) Self- instruction from reading professional literature; Continuing competence credit is limited to a maximum of five (5) hours; or
- (b) Attendance at a scientific poster session, lecture, panel, symposium or university course that does not meet the criteria for Class I; Continuing competency credit is one hour per contact hour of activity; or

- (c) Acting as a clinical education instructor for an accredited physical therapist or physical therapist assistant educational program; Continuing competence credit is one (1) hour per eight (8) contact hours; or
- (d) Acting as a clinical instructor or an intern for a formal, nonacademic, advanced clinical internship or as a mentor or a learner for a formal, nonacademic mentorship.

3. Approval of minutes from the May 8, 2007 meeting. Mr. Cowherd made a motion to approve the minutes as amended; Ms. Rosenbaum seconded the motion. The Board voted unanimously to approve the minutes.

4. Voluntary Cease and Desist Order Protocol. The Board viewed as informational.

5. Correspondence from FSBPT concerning Philippine exam. The Board viewed as informational.

6. Adverse Action notice from North Carolina. The Board viewed as informational.

7. Response from IERF. The Board viewed this as informational and would like to invite them to attend a Board meeting.

8. Response from ICA. The Board members will take and review this information before making a decision.

9. CE advertisement from HomeCEUConnection.com Board's response: The Board does not issue marketing statements for CEU providers/courses.

10. Licenses to Ratify. Mr. Cowherd made a motion to ratify the licenses issued May 7, 2007 through June 11, 2007; Ms. Rosenbaum seconded the motion. The Board voted to ratify the licenses.

License No	Licensee Name	License Type	Status	Issue Date	Expiration Date
PT009046	Vohwinkel, Emily Lauren	Physical Therapist	Active	5/7/2007	12/31/2007
PT009047	Ambrocio, Jennifer Layson	Physical Therapist	Active	5/8/2007	12/31/2007
PT009048	Mossop, Gary Wayne	Physical Therapist	Active	5/9/2007	12/31/2007
PT009049	Brown, Angie Fowler	Physical Therapist	Active	5/10/2007	12/31/2007
PT009050	Goldbach, Ronna Lynn	Physical Therapist	Active	5/14/2007	12/31/2007
PT009051	Lameier, Dana Thompson	Physical Therapist	Active	5/14/2007	12/31/2007
PT009052	Grissom, Tyesha Evoni	Physical Therapist	Active	5/16/2007	12/31/2007
PT009053	Holmes, Bobbi Alison	Physical Therapist	Active	5/17/2007	12/31/2007
PT009054	Orsland, Susan Elizabeth	Physical Therapist	Active	5/21/2007	12/31/2007
PT009055	Mobbs, Kevin Michael	Physical Therapist	Active	5/24/2007	12/31/2007
PT009056	Smith, Jill Christin	Physical Therapist	Active	5/29/2007	12/31/2007
PT009057	Paggett, Akilah Sekela	Physical Therapist	Active	5/30/2007	12/31/2007
PT009059	Young, Caryn Melia	Physical Therapist	Active	5/30/2007	12/31/2007
PT009060	Riddle, Brandee Denise	Physical Therapist	Active	6/7/2007	12/31/2007
PT009061	Burdette, Lindsay Christine	Physical Therapist	Active	6/7/2007	12/31/2007
PT009062	Garner, Emily Nicolson	Physical Therapist	Active	6/8/2007	12/31/2007
PT009063	Cruttenden, Erin Ashley	Physical Therapist	Active	6/8/2007	12/31/2007
PT009064	Smith, Sheri Lynn	Physical Therapist	Active	6/8/2007	12/31/2007
PT009065	Mathwig, Ann Marie	Physical Therapist	Active	6/8/2007	12/31/2007
PTA002378	Bailey, Crystal Marie	Physical Therapist Assistant	Active	5/30/2007	12/31/2007
PTA002379	Hall, Ron-ell Davon	Physical Therapist Assistant	Active	5/30/2007	12/31/2007
PTA002380	Fisher, Marcus Ramon	Physical Therapist Assistant	Active	6/4/2007	12/31/2007

11. Lauren L. Albrecht – Licensee requested to be placed in Inactive Status. Mr. Cowherd made a motion to approve the request; Ms. Rosenbaum seconded the motion. The Board voted to approve the request.

12. Mark David Albrecht – Licensee requested to be placed in Inactive Status. Mr. Cowherd made a motion to approve the request; Ms. Rosenbaum seconded the motion. The Board voted to approve the request.

REPORTS:

(Portions of these reports may be in closed session)

- Becky Adams, Attorney General's Office

No report.

- Enforcement

No cases to report.

- Andy Ellis and Don Walsh, Cognizant Board Members

1. **PT070008** – Motion by Mr. Cowherd to refer the case to investigations; seconded by Mr. Hamil. The Board voted to refer the case to enforcement.
2. **PT07011** – Motion by Ms. Rosenbaum to refer to Attorney General's office for drafting a Consent Order; second by Mr. Cowherd. The Board voted to approve the motion. Recommended sanctions included quarterly reports from substance abuse treatment provider; quarterly reports from employer/supervisor; and quarterly random drug screens coordinated by substance abuse treatment provider at respondent's expense.
3. **PT070015** –At the last meeting, the Board voted to schedule an Investigative Interview with the PT. PT could not be located (mail was returned). Mr. Cowherd made a motion to refer to Enforcement to try to locate the PT; Ms. Rosenbaum seconded the motion; and, the Board voted to approve the motion.
4. **PT070021** – The Board determined that more information is needed. Ms. Rosenbaum and Mr. Cowherd will visit the facility to gather more information.
5. **PT070024** – Ms. Rosenbaum made a motion and Mr. Cowherd seconded the motion to refer the case to Enforcement to try to locate the Respondent and to obtain medical and billing records from both employers.
6. **PT070025** – Ms. Rosenbaum made a motion to refer the case to a Peer Reviewer; Mr. Cowherd seconded the motion. The Board voted in favor of the motion.
7. **PT 070028** - Cognizant will call Complainant and Respondent to get clarification and more information.
8. **PT070030**- The Board directed staff to send a letter to the Complainant requesting a copy of the letter that was submitted by the Respondent.
9. **PT070031** – Motion made by Ms. Rosenbaum and seconded by Mr. Cowherd to place the PT under a Public Consent Order with the following sanctions: \$500 incident fee charge; \$10 per day fine for unlicensed practice; 12 months probation; must request to have probation lifted; must submit quarterly reports from the Employer/Supervisor; must take and pass didactic ethics laws and rules Continuing Education course and Ethics and Jurisprudence exam; and, must notify employers of sanction. The Board voted to approve the motion.
10. **Complaint received from Medical Board regarding G.P.D.** Mr. Walsh made a motion to open a complaint and refer to Enforcement for a Cease and Desist Order; Mr. Cowherd seconded the motion. The Board voted to direct staff to open a complaint and refer to Enforcement for a Cease and Desist Order.

- Lisa Durden, Executive Director

1. Status report about applications processed and licenses issued since January 1, 2007.
2. "Frequently Asked Questions" have been updated on the web.

EXECUTIVE SESSION ITEMS

(Items were discussed and then voted on during Open session):

Ms. Rosenbaum moved, Mr. Cowherd seconded and the Board voted to enter into Executive Session in accordance with O.C.G.A. §43-1-2(k)(1)(2), O.C.G.A. §43-1-19(H)(2)&(4) and O.C.G.A. §43-1-2(k)(4) to deliberate on Applications and to receive information on Applications. The Board voted in favor of the motion. The Board concluded Executive Session in order to vote on these matters and to continue with the public session.

1. **A.A.O.** – P.T. examination applicant submitted Remediation Plan for Board approval. Ms. Rosenbaum made a motion to approve the remediation plan and Mr. Cowherd seconded the motion. The Board voted to approve the remediation plan. Applicant may now sit for the exam.
2. **C.J.A.** – P.T. Examination applicant answered “Yes” to question 10b concerning having been arrested, convicted, or entered a plea of guilty, Nolo Contendere or been sentenced under the First Offender Act for a felony, misdemeanor, or any offenses other than a minor traffic violation. Ms. Rosenbaum made a motion to request a GCIC background check and if clear, then, approve the license. Mr. Cowherd seconded the motion. The Board voted to approve the motion.
3. **L.L.M.** – P.T.A. Endorsement applicant answered “Yes” to having had a license revoked, suspended, or sanctioned by a board of agency in Georgia or in any other state. Ms. Rosenbaum made a motion for the applicant to complete a traineeship prior to exam and take the practical exam, the NPTE, and the Georgia jurisprudence exam, and that the traineeship must be conducted with two supervisors which the Board must pre-approve. Mr. Cowherd seconded the motion. The Board voted in favor of the motion.
4. **M.K.P.** – P.T. Examination applicant has failed the NPTE three times. Applicant is submitting a remediation plan for Board approval. Ms. Rosenbaum made a motion that the applicant must identify tutors and submit a copy of the Federation performance reports. Mr. Cowherd seconded the motion. The Board voted in favor of the motion.
5. **V.K.** – P.T. Foreign Exam Applicant requesting variance of Rule 490-2-.03. Ms. Rosenbaum made a motion to deny the request; Mr. Cowherd seconded the motion; and, the Board voted to deny the request.
6. **N.W.** – Active P.T. requesting waiver of Rule 490-4-.02(1). Ms. Rosenbaum made a motion to deny the request; Mr. Cowherd seconded the motion; and, the Board voted to deny the request.
7. **B.Y.** – Active P.T. requesting variance to rule 490-4. Ms. Rosenbaum made a motion to deny the request; Mr. Cowherd seconded the motion; and, the Board voted to deny the request.
8. **J.B.M.** – P.T. Foreign Endorsement applicant requesting variance/waiver of Rule 490-2-.03(1)(f). Ms. Rosenbaum made a motion to deny the request; Mr. Cowherd seconded the

motion. The Board voted to deny the request.

9. **G.M.** – P.T. Endorsement applicant requesting waiver of Rule 490-2-.04. Ms. Rosenbaum made a motion to deny the request; Mr. Cowherd seconded the motion. The Board voted to deny the request.
10. **L.W.** – P.T. Reinstatement applicant requesting waiver of Rule 490-4-.02. Ms. Rosenbaum made a motion to deny the request; Mr. Cowherd seconded the motion. The Board voted to deny the request.
11. **H.D.P.** – P.T. Reinstatement applicant answered “Yes” to question 10a concerning being convicted of a felony or crime involving moral turpitude in the courts of this state or any other state, territory in the U.S., or any other country. Ms. Rosenbaum made a motion to request a GCIC background check and if clear, then, approve the license. Mr. Cowherd seconded the motion. The Board voted to approve the motion.
12. **P.D.P.** – P.T. Examination applicant answered “Yes” to having been terminated from an educational institution. Ms. Rosenbaum made a motion to approve the application; Mr. Cowherd seconded the motion. The Board voted to approve the application.
13. **C.L.F.** – P.T. Examination applicant answered “Yes” to question 11c concerning having been terminated from an educational institution. Ms. Rosenbaum made a motion to approve the application; Mr. Cowherd seconded the motion. The Board voted to approve the application.

Other Business

(Items were discussed and then voted on during Open session):

1. Ms. Rosenbaum made a motion to accept the signed Consent Order from Jay Williams; Mr. Cowherd seconded the motion. The Board voted to accept the Consent Order.
2. Ms. Portee gave a report on the results of meeting with Ms. Handel. Issues discussed included limiting examination attempts and newsletters.

There being no further business, the meeting adjourned at 12:33 p.m.

Charlene Portee, Chairperson

Lisa Durden, Executive Director

Minutes Prepared by: Lisa Durden, Executive Director

Reviewed/Edited by: Lisa Durden, Executive Director

Minutes approved by the Board at its July 26, 2007 meeting.

