

JANICE K. BREWER
Governor

LISA AKERS, PT, MS
President



CHARLES D. BROWN
Executive Director

ARIZONA STATE BOARD OF PHYSICAL THERAPY
4205 NORTH 7TH AVENUE, SUITE 208 PHOENIX, ARIZONA 85013
(602) 274-0236 Fax (602) 274-1378
www.ptboard.az.gov

REGULAR SESSION MEETING MINUTES
November 18, 2014

MEMBERS PRESENT:

Lisa Akers, PT, MS; President
Melinda Richardson, PT, MA; Vice President
Michael S. Clinton, CPA; Secretary
James E. Miller, PT, DPT, Member
Al D'Appollonio, PT, MBA; Member
Peggy Hunter, PTA, CLT; Member
Fredric B. Zook, Ph.D. Public Member

Members Absent

None

OTHERS PRESENT IN PERSON:

Charles D. Brown, Executive Director
Karen Donahue, Senior Investigator
Veronica Cardoza, Office Manager
Mona Baskin, Assistant Attorney General

CALL TO ORDER – 8:32 a.m.

Ms. Akers called the meeting to order at 8:32 a.m. (A recording of the meeting is available through the Board Office)

1) Review and Approval of Draft Minutes

a) November 18, 2014 Regular Session Meeting Minutes

Dr. Zook requested the adjournment for November 18, 2014 be corrected. No other changes were requested. Ms. Akers moved the Board approve the amended minutes. Mr. Clinton seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

2) CONSENT AGENDA: REVIEW, CONSIDERATION and ACTION

a) Applications for Licensure and Certification

i) Review, Consideration and Approval of Applications of Physical Therapist Licensure upon Receipt of Passing Scores on the NPTE/AZLAW and Final Transcript

Brittany Albro	Mae Baltazar	Alice Barber
Brian Campbell	Keith Butler	Megan Conner
Caitlin Daubman	Andrew Daubman	Shannon Davis
Bruce Diven	Blair Dolan	Christopher Ellis
Julie Getz	Robyn Gray	Yael Green
Shaun Hilburn	Curtis Jensen	Gregory Karney
Carol Kessler	Jason Kroulik	Nam Le-Morawa
Jon Liao	Alysse Morgan	Linda Mullins
Paul O'Brien	Kaitlyn Owen	Emily Pederson
Erica Richardson	Janet Randolph	Kimberly Robinson
Malissa Samorano	Rebecca Schnack	Derek Scheevel
Lois Singleton	Vincent Morgan	Catherine Welty
Jonathan Yaden	Kara Yakubik	

ii) Review, Consideration and Approval of Applications for Physical Therapist Assistant Certification upon Receipt of Passing Scores on the NPTE/AZLAW and Final Transcript.

Sabina Boles	Theresa Brady	Tiffany Gomez
Sergio Huante Bavo	Shelby Lough	Mark McGovern
Richard Moreno	Matthew Murray	Claudia Ramirez
Jeffrey Stewart	Catherine Vasgar	

Consent Agenda End

Board Members requested the removal of Jeffrey Stewart, Carol Kessler, Linda Mullins, Kaitlyn Owen, and Lois Singleton from the consent agenda. Ms. Akers moved the Board approve the applicants listed on the consent agenda for licensure or certification upon receipt of passing scores and final transcripts. Ms. Hunter seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

Lois Singleton

Ms. Singleton's file is lacking proof of her name change listed on her application. Ms. Akers moved the Board approve Ms. Singleton for licensure upon receipt of passing scores, official transcripts and documentation of a legal name change. Ms. Richardson seconded the motion. Following review and discussion the motion carried.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

Kaitlyn Owen

Ms. Owen reported academic probation on her application. No Board member had questions on the probation. Ms. Richardson moved the Board approve Ms. Owen for licensure upon receipt of passing scores and final transcripts. Ms. Akers seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

Linda Mullins

Ms. Mullins application did not contain documentation of a legal name change. Ms. Akers moved the Board approve Ms. Mullins for licensure upon receipt of passing scores, final transcripts and documentation of a legal name change. Ms. Richardson seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

Carol Kessler

Ms. Kessler is a previously licensed as a physical therapist in Arizona. Ms. Akers moved the Board require Ms. Kessler complete 60 hours of continuing education to comply with A.R.S. 32-2028 and be licensed upon receipt of passing scores and the proof of completed continuing education. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X

Nay							
Recused							
Abstained							
Absent							

Jeffrey Stewart

Mr. Stewart's file was not clear if he had passed the AZLAW examination. Ms. Cardoza reported he did pass the examination. Ms. Akers moved the Board approve Mr. Stewart for certification upon receipt of passing scores and final transcripts. Ms. Richardson seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

Consent Agenda Ends

3) Review, Consideration and Action on Applications for Licensure and Certification

- a) Review of and Possible Action on the Following Applications for Physical Therapist Licensure – Foreign Educated Graduates of Programs Not U.S. Accredited.
 - i) Review of Education, Determination of Waiver of Supervised Clinical Practice Period, and Possible Licensure upon receipt of passing scores.
 - (1) Aileen Jimenea

Ms. Jimenea asked the Board reconsider her SCPP requirement. Ms. Richardson moved the Board allow Ms. Jimenea to have a CPI completed by her out of state employer and the Board consider that at a future meeting for possible waiver of the SCPP. Dr. Zook seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

- (2) Shipra Sethi

Ms. Akers moved the Board find Ms. Sethi’s education substantially equivalent and require completion of a SCPP under an interim permit. Dr. Miller seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D’Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

- b) Substantive Review of Documentation Related to Disclosure on “Personal Information” Section of Application
 (1) Physical Therapist Applications and Approval to take the NPTE and the AZLAW (Jurisprudence) Exam and Possible Licensure.
 (a) Jack Fields

Mr. Fields was present. Ms. Richardson reviewed Mr. fields criminal history. Ms. Akers moved the Board approve Mr. Fields for testing and approve licensure upon receipt of passing scores and final transcripts. Following review and discussion the motion carried.

Vote	Mr. D’Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X		X	X	X
Nay				X			
Recused							
Abstained							
Absent							

- c) Substantive Review of Documentation Related to Disclosure on “Personal Information” Section of Application
 (1) Physical Therapist Assistant Applications and Approval to take the NPTE and the AZLAW (Jurisprudence) Exam and Possible Certification.
 (a) William Knigge

Mr. Knigge was not present. Ms. Richardson reviewed his history of being in child support arrears. Ms. Akers moved the Board approve Mr. Knigge for testing and approve licensure upon receipt of passing scores and final transcripts. Ms. Richardson seconded the motion. Staff is instructed to send the applicant a letter notifying him that upon licensure being in arrears of child support could cause the Board to be petitioned to be suspended and to notify the court when his license is issued. Following review and discussion the motion carried.

Vote	Mr. D’Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X		X	X	X
Nay				X			
Recused							
Abstained							
Absent							

4) COMPLAINTS, HEARINGS, INVESTIGATIONS and COMPLIANCE

- c) Review, Discussion and Action on Consideration of Opening A Complaint
 - i) Matthew Pankratz, PT

The Board reviewed the report of settlement regarding Mr. Pankratz and supporting documentation. Dr. Zook moved the Board take no action on opening a complaint. M. Richardson seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

- a) Informal Hearing and Possible Action on Complaint:
 - ii) Complaint #14-15; James Kostrewa, PT

Mr. Kostrewa was present and was not represented by legal counsel. The Board members, staff and Mr. Kostrewa introduced themselves. Ms. Akers reviewed the parameters of the proceeding and the possible outcomes. Mr. Brown read the allegations to the Board.

Mr. Kostrewa was permitted to make an opening statement and present evidence. Ms. Kostrewa made a statement to the Board and made himself available for questioning. The Board members asked questions of Mr. Kostrewa related to the allegations. Mr. Kostrewa answered the Board's questions and provided a closing statement to the Board.

The Board entered deliberations and discussed the case. Following Board discussion Ms. Akers moved the Board adopt the following as Findings of Fact:

1. Respondent engaged in the performance of substandard care by a physical therapist due to deliberate or negligent act or failure to act regardless of whether actual injury to the patient is established.
 - a. Respondent does not perform a re-evaluation of JJ on April 1, 2014.
 JJ is a patient that Respondent had not seen prior, due to his recent position as a contract therapist.
 - I. Respondent states that he did not perform a re-evaluation due to time constraints imposed by his patient load/schedule.
 - II. JJ had not engaged in physical therapy services at this facility since March 13, 2014.
 - III. Without performing a re-evaluation, Respondent changes the POC to include the following:
 1. "Patient did well with new lumbar and hip unloading techniques"
 2. "will try various hip mobility activities"
 3. "We need to add in more core ex's"
2. Failed to adhere to the recognized standards of ethics of the physical therapy profession."
 - a. (A) "A physical therapist shall recognize, respect, and respond to individual and cultural differences with compassion and sensitivity."
 - b. "A physical therapist shall not harass abuse or discriminate against others."

c. 2.1 (A) “A physical therapist shall place the patient’s/client’s interest(s) above those of the physical therapist. Working in the patient/client’s best interest requires knowledge of the patient’s/client’s needs from the patient’s/client’s perspective. Patients/clients often come to the physical therapist in a vulnerable state and normally will rely on the physical therapist’s advice, which they perceive to be based on superior knowledge, skill and experience. The trustworthy physical therapist acts to ameliorate the patient’s/client’s vulnerability, not to exploit it.”

d. IV. 4.1(A) “A physical therapist shall make professional judgments that are in the patient’s/clients best interests.” (E) “Upon accepting a patient/client for physical therapy services, a physical therapist shall be responsible for: the examination, evaluation, and diagnosis of that individual; the prognosis and intervention; re-examination and modification of the plan of care; and the maintenance of adequate patient records, including progress reports. A physical therapist shall provide and/or supervise and direct the appropriate interventions.”

3. Charged unreasonable or fraudulent fees for services performed or not performed.”

April 1, 2014

- a. 1 unit of Manual Therapy
 - i. A generalized list of non-specific location, parameters, duration or intensity is identical on each daily intervention note. Exercise flow sheet indicates traction and hip mobilization without specific parameters.
 - ii. JJ states in her written statement that manual therapy was not performed on this date of service.
 - iii. Manual therapy is not supported in the documentation.
- b. 1 unit of Neuro Re-Education
 - i. No documentation that this was instructed or performed.
 - ii. Neuro Re-education is not supported in the documentation.
- c. 1 unit Moist Hot Pack
 - i. Moist Hot pack is not indicated as being applied to the patient on the exercise flow sheet.
 - ii. Moist Hot pack is not supported in the documentation.
- d. 3 units Therapeutic Exercise
 - i. JJ written response indicates that she performed all or most of her exercises prior to engaging with Respondent.
 - 1. “I waited to meet James Kostrewa while working on exercises I had been assigned previously. Shortly thereafter, James Kostrewa approached me and told me to do some additional exercises.”
 - 2. I asked him if he had looked at my case. He told me, “no”, but based on what he saw me doing, I should add the additional exercises.
 - 3. “I saw no harm in what was being suggested and was also nearly finished with my other exercises. So I did as he directed and then went to speak with him.”
 - ii. Therapeutic exercise is not supported as skilled care as reported by JJ in her response.

April 10, 2014

- a. 1 unit of Manual Therapy
 - i. A generalized list of non-specific location, parameters, duration or intensity is identical on each daily intervention note. Exercise flow sheet indicates lumbar traction without specific parameters.
 - ii. Manual therapy is not supported in the documentation.
- b. 1 unit of Neuro Re-Education
 - i. No documentation that this was instructed or performed.
 - ii. Neuro Re-education is not supported in the documentation.
- c. 1 unit Moist Hot Pack
 - i. Moist Hot pack is not indicated as being applied to the patient on the exercise flow sheet.

- ii. Moist Hot pack is not supported in the documentation.
- d. 3 units Therapeutic Exercise
 - i. Exercise flow sheet for this date of service indicates only 2 check marks. One, at the first listed exercise with an arrow pointing downward to the box identified as lumbar traction. The second, in the box that is unreadable to the investigator.
 - ii. Specific repetitions, duration of exercises are not documented.
 - iii. Therapeutic exercise is not documented as a skilled service and thus, not supported in the documentation.

4. Failed to maintain adequate patient records. For the purposes of this paragraph “adequate patient records” means legible records that comply with board rules and that contain at a minimum an evaluation of objective findings, a diagnosis, the plan of care, the treatment record, a discharge summary and sufficient information to identify the patient.”

- a. April 1, 2014 (*Respondent's first visit with JJ. A re-evaluation on the previous visit on 3/13/14 was documented by Adam Fry, PT*)

- i. This patient is new/ first visit for Respondent and had not received treatment in the clinic for the previous 3 weeks. Respondent does not document a re-evaluation.
- ii. Subjective:
 - a. “Pt reports that she feels less spasm in the left side of the lower back.”
 - b. Patient’s current functional status is not documented.
- iii. Objective:
 - “Patient did well with new lumbar and hip unloading techniques.”
 - 1. The exercise flow sheet does not document any new exercises being instructed. It demonstrates an exact replica of the therapeutic exercises that were performed on 3-13-14.
 - 2. Lumbar traction and Hip Mobilizations demonstrate a checkmark on the exercise flow sheet, however, parameters, specific technique, duration, intensity are not documented.
- iv. Assessment:
 - “We will try various hip mobility activities as well”
 - 1. No context for this statement. Documentation does not indicate hip mobility deficits identified or tested. Clinical rationale for proposed therapeutic intervention is not documented.
- v. Goals: are not modified

- b. April 10, 2014

- i. Subjective: “Pt. reports that the lumbar traction and home cervical traction we gave her is helping.”
 - 1. JJ’s medical record does not document a cervical injury.
 - 2. JJ medical record does not document a cervical evaluation.
 - 3. The documentation does not indicate that JJ received a home cervical traction unit.
 - 4. Lumbar traction was indicated as being performed at the previous visit; however, parameters were not documented.
 - 5. Current functional status is not documented.
- ii. Objective:

1. “Very unstable with SL activities”
 2. No specific clarification or assessment of movement is documented to support objective statement.
 3. Exercise flow sheet for this date of service indicates only 2 check marks. One, at the first listed exercise with an arrow pointing downward to the box identified as lumbar traction. The second, in the box that is unreadable to the investigator.
 4. Specific repetitions, duration of exercises are not documented.
- ii. Assessment:
- a. “We need to add in more core ex’s”
 1. Documentation does not indicate that Respondent evaluated the strength or recruitment pattern of the lumbar stabilizers.
 2. Clinical rationale for proposed intervention is not documented.
- iii. Goals:
1. No modification

Mr. Clinton seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D’Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X		X
Nay							
Recused							
Abstained							
Absent						X	

Ms. Akers moved the Board adopt the following Conclusions of Law:

1. A.R.S. §32-2044(1): “Violating this chapter, board rules or a written board order.”
2. A.R.S. §32-2044(4): “Engaging in the performance of substandard care by a physical therapist due to a deliberate or negligent act or failure to act regardless of whether actual injury to the patient is established.”
3. A.R.S. §32-2044(12) “Failing to adhere to the recognized standards of ethics of the physical therapy profession.”
4. A.R.S. §32-2044(13) “Charging unreasonable or fraudulent fees for services performed or not performed.”
5. A.R.S. §32-2044(20) “Failing to maintain adequate patient records. For the purposes of this paragraph, “adequate patient records” means legible records that comply with board rules and that contain at a minimum an evaluation of objective findings, a diagnosis, the plan of care, the treatment record, a discharge summary and sufficient information to identify the patient.”

Ms. Hunter seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D’Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X		X
Nay							
Recused							
Abstained							
Absent						X	

The Board discussed possible terms of a Board Order. Ms. Akers moved the Board adopt a Board Order of a probation term of one year with possible early termination, terms to include completing a continuing education course in documentation of 8 hours in length and ethics course for six hours in length. The continuing education must be preapproved by Board staff. Following completion of the continuing education a minimum of one audit is required of three randomly selected patient files selected by Board staff. Mr. Clinton seconded the motion. Following review and discussion the motion carried by unanimous roll call vote.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X	X	X
Nay							
Recused							
Abstained							
Absent							

Ms. Richardson left the meeting at 11:19 a.m.

b. Initial Review, Discussion and Action on Complaint

i) Complaint #14-48; Michelle Pitts, PT

Ms. Pitts was not present and was not represented by legal counsel. Ms. Donahue provided a summary of the investigation. Board opened a complaint against Ms. Pitts following her notification of arrest for Extreme DUI on March 28, 2014. Ms. Pitts did not notify the Board within the 10 day notification period. Ms. Pitts notified 20 days following arrest (14 business days). Ms. Akers moved the Board forward the complaint to a Formal Hearing. Dr. Miller seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X		X
Nay							
Recused							
Abstained							
Absent						X	

ii) Complaint #14-50; Lindsay Orton, PT

Ms. Orton was not present and was not represented by legal counsel. Ms. Donahue provided a summary of the complaint for the Board. Ms. Orton practice without a license for 50 days with a date range of September 1, 2014 through October 20, 2014. Ms. Akers moved the Board offer Ms. Orton a consent agreement in accordance with the Board unlawful practice matrix. If the consent is not accepted the complaint is forwarded to an informal hearing. Mr. Clinton seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X		X
Nay							
Recused							

Abstained							
Absent						X	

iii) Complaint #14-57; Jean Marie Stephens, PT

Ms. Stephens was not present and was not represented by legal counsel. Ms. Donahue reviewed the complaint for the Board. Mr. Stephens failed to submit the required 20 hours of continuing competence for the 2012-2014 compliance period. Ms. Stephens submitted a total of 9 hours. Ms. Stephens renewed on-line which requires confirmation of 20 continuing competence hours having been completed. Ms. Akers moved the Board offer Ms. Stephens a consent agreement in accordance with the Board’s adopted CEU matrix. If the consent agreement is not accepted the case is forwarded to an informal hearing. Mr. Clinton seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D’Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X		X
Nay							
Recused							
Abstained							
Absent						X	

5) BOARD BUSINESS AND REPORTS

- a) Executive Director’s Report – Verbal Report Only
 - i) Financial Report
 - ii) Staff Promotions and Hiring
 - iii) Legislation
 - iv) Rule Activity
 - v) FSBPT

Mr. Brown gave a verbal review on the above topics. No action was required or taken on the above items.

- b) Review Discussion and Action on Staff Update On Drafting of Dry Needling Standards of Education and Training

Mr. Brown presented the Board with his draft of rules related to dry needling as requested by the Board. The Board members requested to table the matter to allow a further review and discussion of the draft at the January Board meeting. No action was taken on the matter.

- c) Board Vote to Allow Current Board Members to Serve on the Board until they Are Replaced or Reappointed
 - i) Lisa Akers, PT

Ms. Akers recused from this matter. Mr. Clinton moved Ms. Akers be allowed the continue to serve after her term expires in January 2015 until she is replaced. Ms. Hunter seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D’Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X		X	X	X		X
Nay							

Recused		X					
Abstained							
Absent						X	

Ms. Akers rejoined the Board.

ii) James E. Miller, PT

Dr. Miller recused himself from this matter. Ms. Akers moved Dr. Miller be allowed to continue to serve on the Board after his term expires in January 2015 until he is reappointed or replaced. Ms. Hunter seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X			X
Nay							
Recused					X		
Abstained							
Absent						X	

Dr. Miller rejoined the Board.

iii) Michael S. Clinton, CPA

Mr. Clinton recused himself from this matter. Ms. Akers moved the Board approve Mr. Clinton to continue to serve on the Board when his term expires in January 2015 until he is reappointed or replaced. Mr. D'Appollonio seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X		
Nay							
Recused							X
Abstained							
Absent						X	

Mr. Clinton rejoined the Board.

iv) Peggy Hunter, PTA

Ms. Hunter recused herself from this Board meeting. Mr. Clinton moved the Board approve Ms. Hunter to continue the serve on the Board when her term expires in January 2015 until she is reappointed or replaced. Ms. Akers seconded the motion. Following review and discussion the motion carried by unanimous vote.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X		X	X		X
Nay							
Recused			X				
Abstained							
Absent						X	

d) Review and Discussion on 2015 Board Meeting Schedule

The Board discussed the 2015 Board meeting dates as proposed. Through consensus the Board adopted the dates as follows:

- January 20, 2015
- February 24, 2015
- March 24, 2015
- April 21, 2014
- May 19, 2014
- June 23, 2014
- July 21, 2014
- August 25, 2014
- September 22, 2014
- October 20, 2014
- November 17, 2014
- December 15, 2014

6) CALL TO THE PUBLIC

No person came forward requesting to address the Board.

Ms. Akers moved to adjourn the meeting. Mr. Clinton seconded the motion. After review and discussion the motion carried by unanimous vote.

Vote	Mr. D'Appollonio	Ms. Akers	Ms. Hunter	Dr. Zook	Dr. Miller	Ms. Richardson	Mr. Clinton
Aye	X	X	X	X	X		X
Nay							
Recused							
Abstained							
Absent						X	

Meeting adjourned at 12:25 PM

Prepared by,

Charles D. Brown
Executive Director

Approved by,

Michael S. Clinton, CPA
Secretary

