

# Louisiana Physical Therapy Board

## MINUTES Regular Scheduled Board Meeting August 24, 2023

### APPROVED

Proceedings for the Louisiana Physical Therapy Board, taken in regular session on August 24, 2023 at Fran U St. Francis Hall Board Room, 3rd Floor, 5414 Brittany Drive, Baton Rouge, LAA quorum of Board Members was present.

**Present**

Chairman Judith Halverson  
Secretary/Treasurer Kathryn “Katie” Brittain  
Oday Lavergne  
John Marius  
Deandra Narcisse  
Phil Page  
Tyra Mitchell  
Meredith Warner

**Absent with Regrets**

None

The following Advisory Committee members were present either in person or via Zoom.

**Present**

Lindsey Robinson  
Ben McRae  
Michael Laudadio  
Jeremy Dye  
Chris Franks  
John De Lara  
Michael Hildebrand

**Absent with Regrets**

Marie Vazquez Morgan  
Naikia Woodrich

From staff and contracted entities, Charlotte Martin, Executive Director and Assistant Executive Director, Jessica Alwell, were present and Board attorneys Jim Raines and Sherri Morris were present. Mari Kantrow, PT from Fran U. Licensees Catie Stephens, Amanda Brewer, and Cristina Faucheux were present.

Chairman Halverson called the meeting to order at 2:35pm.

Oday Lavergne moved to approve the agenda as written. Tyra Mitchell seconded the motion. The board voted and unanimously approved.

Oday Lavergne moved to approve the April 2023 minutes as written. Tyra Mitchell seconded the motion. The board voted and unanimously approved

## OFFICER REPORTS

### Chairman's Report

Chairman Halverson provided the board with updates from recent conference attendance at Leadership Issues Forum (LIF) and the Model Practice Act Workshop.

### Secretary/Treasurer

Secretary/Treasurer Brittain provided the board with the end of fiscal year 2022-2023 report as follows:

#### Budget VS Actual

	2022-23 - Actual	2022-23 Budget	\$ Difference
<b>Income</b>	1,181,307	1,071,430	109,877
<b>Expense</b>	969,185	1,061,477	-92,292
<b>Net Income</b>	212,122	9,953	202,169

#### Fiscal Year Report

	2022-23 - Actual	Prev Yr Actual	\$ Change - Actual
<b>Income</b>	1,181,307	1,101,631	79,676
<b>Expense</b>	969,185	823,532	145,653
<b>Net Income</b>	212,122	278,099	-65,977

#### Balance Sheet Previous Year Comparison

	As of June 30, 2023	Previous Year	\$ Change
<b>Checking</b>	595,779	338,378	257,402
<b>Savings</b>	312,363	303,222	9,141
<b>Accounts Receivables</b>	96,277	94,596	1,681
<b>CD Totals</b>	1,742,448	1,730,618	11,830

Secretary/Treasurer Brittain moved to authorize the Executive Director to invest \$1,048,855 in a new CD at a duration of no more than 90 days or a money market account that yields the best interest rate at the time that #369 matures in September 2023. Tyra Mitchell seconded the motion. The board voted and unanimously approved.

Secretary/Treasurer Brittain moved to authorize the Executive Director to invest the total amount of three CDs at maturity, which will be approximately \$151,000 (CD 474, 461 and 487) into either a new CD account or a money market account that has the best interest rate at the time. The funds are to be set aside funding to execute the strategic plan. Meredith Warner seconded the motion. The board unanimously approved.

Oday Lavergne moved to amend the motion made by Secretary/Treasurer Brittain which states “Secretary/Treasurer Brittain moved to authorize the Executive Director to invest the total amount of three CDs (474, 461 and 487) into either one CD account or a money market account that deals with the best interest rate at the time. The funds are to be set aside funding to execute the strategic plan based upon the advice of a CPA related to CD and/or money market accounts, or a combination there of with the goals of the best interest rate and liquidity. Meredith Warner seconded. The board voted and unanimously approved.

Secretary/Treasurer Brittain also gave the board an update regarding the Office of Debt Recovery and the status of recovering funds.

#### Executive Director

Mrs. Martin provided the following reports:

#### **Licenses Issued from March 9, 2023 through August 16, 2023**

Total: 198

PTs: 142

- Initial: 125
- Reciprocity: 15
- Provisional: 0
- Reinstatement: 2

PTAs: 56

- Initial: 34
- Reciprocity: 6
- Provisional: 16
- Reinstatement: 0

#### **Compact Report**

##### **Issued from March 10, 2023 – August 17, 2023**

Initial: 62

Renewal: 24

Total: 86

YTD: 171

#### **2023 Renewals**

Eligible: 2705

February: 599 PTs + 234 PTAs = 833

March: 1078 PTs + 544 PTAs = 1622

April: 48 PTs + 34 PTAs = 82

Total: 2537

#### **Complaints Summary**

Currently open on licensees: 27

- Boundaries: 2
- Fraud/Billing/Documentation: 12
- Substance Abuse: 2

- Malpractice: 0
- Unprofessional Conduct: 0
- Criminal Conviction: 5
- Previous Disciplinary Action: 0
- CEU Non-Compliance: 0
- Practice-Related Issues: 6

Currently open on non-licensees: 4

Complaints Received: 31

Informal Conferences: 15

Hearings scheduled/notices sent: 1

Appeals: 0

Proposed Consent Order/Voluntary Surrender: 1

Closed Cases: 12

Mrs. Martin then provided the board with a monitoring summary.

Mrs. Martin provided the board with an update on the Minimum Data Set (MDS) and the plan to form a working group.

Mrs. Martin updated the board regarding the Student Liaison Program and its purpose to engage PT and PTA students in regulatory affairs.

## **COMMITTEES**

### Operations & Outreach

The committee introduced the final version of the 2024-2026 Strategic Plan. Oday Lavergne moved to approve the board's strategic plan as amended. John Marius seconded the motion. The board voted and Phil Page abstained, all other voted in favor.

### Rules & Legislative

The committee reported their findings and suggested next steps from the survey sent to licensees earlier this year in regards to issues with the current Practice Act and Rules.

Oday Lavergne moved to dissolve the Rules Committee and Legislative Committee and to create the Practice Act Committee of the Board with the purpose of carrying out the duties of the Rules and Legislative Committees. Phil Page seconded the motion. The board voted and unanimously approved.

### Discipline

The committee updated the board in regards to individuals who answered "yes" to questions on the license renewal questionnaire.

### Website

The committee updated the board regarding recently completed projects and informed the board of upcoming projects for the new fiscal year.

### Real Estate

The taskforce updated the board regarding the recommended new office space, including the associated costs for build out and furniture to update the board office to accommodate the needs of the board and staff.

Phil Page moved to charge the Real Estate Taskforce to move forward with the ultimate intent to finalize the agreement with the new building within the established budget. Secretary/Treasurer Brittain seconded the motion. The board voted and unanimously approved.

### **NEW BUSINESS**

Earlier in the year the board requested licensees send in anonymous questions for the board to answer in order to create an FAQ section on the website. The board reviewed the drafted responses to the questions.

Phil Page moved to approve the FAQ responses and authorize staff to publish them on the board website as revised and send an email. Tyra Mitchell seconded the motion. The board voted and unanimously approved.

The board reviewed a question from a licensee via email. The executive director will respond citing the applicable rule.

### **PUBLIC COMMENT**

No public comment.

Phil Page moved to adjourn the meeting. Tyra Mitchell seconded the motion. The board meeting was adjourned at 6:14 pm.