

MINUTES OF THE NORTH DAKOTA BOARD OF PHYSICAL THERAPY
ANNUAL MEETING – May 9, 2022

Present: In person: board members Marcus Hieb, Jeanne DeKrey, Cassie Christensen, Dr. Rohit Mahajan, Justin Berry; executive officer Bruce Wessman and board counsel Jack McDonald. Via phone: board members Daniel Conn; American Physical Therapy Association-North Dakota (APTA-ND) physical therapist liaison Brittany Anderson.

Board president Jeanne DeKrey called this Annual Meeting of the North Dakota Board of Physical Therapy (NDBPT) to order at 9:04 am on Monday, May 9, 2022, at the office of board counsel Jack McDonald at 220 N. 4th St., Bismarck, ND 58501-4004.

Approval of Minutes: it was moved by Justin Berry, seconded by Cassie Christensen, and approved unanimously to accept the minutes of the August 10th, 2021, June 28th, 2021, and March 15th, 2022, meetings.

Complaint Process: the complaint policy that was previously approved by the board on September 20th, 2021, is not accurately portrayed by the current complaint policy on the board's website. Jack McDonald, legal counsel, will edit this to mirror the board's intent.

CE Broker: Bruce Wessman reported that CE Broker, an online CC tracking and reporting service is ready to be rolled out. An informational email will be sent to all licensees regarding this new service.

Executive Officer Succession Planning: Bruce Wessman will retire at the end of this calendar year. He will be retained for an additional year to provide training and support to the new executive officer. Jack McDonald will investigate the hiring requirements of the board when filling this position.

Licensure Stats: ND currently license 1030 physical therapist and 180 physical therapist assistants. Currently 46 individuals hold a compact privilege to practice in ND.

Financial statement: The current balances of the NDBPT accounts were made available to the board members.

Budget: Bruce Wessman presented line-item budget request as follows:

-Brady Martz proposal for the audit. It was moved by Marcus Hieb,

seconded by Justin Berry, and approved unanimously to accept the \$6,000 proposal for the 2-year audit of our financial statements.

-Raise for the administrative assistant: It was moved by Dr. Mahajan, seconded by Cassie Christensen, and approved unanimously to increase the pay rate of the administrative assistant to \$21.00/hour.

-APTA-ND: It was moved by Justin Berry, seconded by Dan Conn, and approved unanimously to donate \$5,000 to the APTA-ND to be used to sponsor continuing competence activities.

-Executive officers pay: It was moved by Dr. Mahajan, seconded by Cassie Christensen, and approved unanimously to pay Bruce Wessman \$1,200 per month for 12 months to assist in the training of a new executive officer. All travel required for training purposes will come out of the miscellaneous budget.

-Investigator training: It was moved by Justin Berry, seconded by Marcus Hieb, and approved unanimously to purchase the investigators training course offered by CLEAR for Jeanne DeKrey to complete. \$400 was approved for this course.

Final Budget: The final budget was presented to the board with the addition of the individually approved line-items. It was moved by Justin Berry, seconded by Marcus Hieb, and approved unanimously to accept the final version of the budget for July 1, 2022 to June 30th, 2023.

Role of PTA in Screening Vs Evaluations: the PT board discussed the role of the PTA in performing screenings and when screenings cross over into evaluations. Justin Berry and Cassie Christensen will develop a document that addresses the difference between screens and evaluations which will then be sent out to licensees and placed on our web page.

School Presentations for FSBPT: Marcus Hieb will take over the school presentation to the University of Mary and Justin Berry will take over the school presentation to the University of North Dakota. Justin will also approach the University of Jamestown to see if they would like to have this presentation.

Election of Officers: A slate of candidates consisting of Justin Berry for President and Marcus Hieb for Vice President was presented to the board. As there was no opposition for these positions Justin Berry and Marcus Hieb were elected President and Vice President respectively via unanimous vote.

Farewell to Board Members: Jeanne DeKrey and Daniel Conn terms on the board expire June 30th, 2022. Bruce Wessman thanked both for their dedication and professionalism while serving the state of North Dakota and the ND Physical Therapy Board.

Next Meeting Date: The PT board will meet on Monday May 8th, 2023, in Bismarck.

Adjourn: Being no further business in front of the board, President DeKrey adjourned the meeting at 11:20 AM.

/S/ Bruce Wessman
Executive Officer

/S/ Jeanne DeKrey
Board President