

State of New Hampshire
OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
DIVISION OF LICENSING AND BOARD ADMINISTRATION

Board of Podiatry

7 Eagle Square, Concord, NH 03301-2412

Phone: 603-271-2152

LINDSEY B. COURTNEY
Executive Director

JOSEPH G. SHOEMAKER
Director



PUBLIC MEETING MINUTES
March 9, 2022

The regularly scheduled meeting of the Board of Podiatry was at 7 Eagle Square in Concord New Hampshire on March 9, 2022.

Members Present:

Jennifer S. Sartori, DPM, President
Matthew L. Burrell, DPM
Julie M. Shaheen, DPM

Others Present:

Jenna Wilson, Board Administrator
Jessica Whelehan, Board Administrator

PUBLIC SESSION

CALL TO ORDER:

Dr. Sartori was delayed at the office; she arrived late and called the meeting to order at 2:37PM.

1. **REVIEW PUBLIC MINUTES:** On motion of Dr. Shaheen and second by Dr. Burrell, the Board voted unanimously* to accept the public minutes of December 8, 2021, as presented.
2. **LICENSURE:**
 - a. **Faye-Rose Grebenyuk, DPM:** On motion of Dr. Shaheen and second by Dr. Burrell, the Board voted unanimously to accept Dr. Grebenyuk's Letter of Residency also as a letter of reference and to accept her application for licensure via reciprocity.
 - b. **Susan Walsh, DPM:** On motion of Dr. Shaheen and second by Dr. Burrell, the Board voted unanimously to accept Dr. Walsh's application via reciprocity.
3. **CORRESPONDENCE:**
 - a. **Cameron Elits, DPM** request for board to accept reduced opioid use/pain management CMEs because he only completed 1.0-hour rather than the required 3.0-hours in the renewal period. The Board discussed that it does not have the statutory authority nor an administrative rule that would allow it to grant such a request to waiver CME requirements. The Board also doesn't not have jurisdiction to waive DHHS statues RSA 126-A:97. On motion of Dr. Shaheen and second by Dr. Burrell, the Board voted unanimously to send correspondence to Dr. Elits indicating they cannot approve his request to waive required CME hours.

*All Board votes are unanimous unless otherwise indicated.

- b. **Standing Order on insufficient fund fees:** By motion of Dr. Shaheen and second by Dr. Burrell, the Board voted unanimously to approve the standing order proposed by OPLC Division of Licensing regarding the process to collect fees for failed or canceled payments.
- c. **Complaint Process update:** The Board reviewed correspondence from Jessica Kallipolites, Enforcement Division Director, dated 2/16/22, regarding the workflow the Board can expect when complaints are received. This memo was sent to all professional licensure and certification boards. No action required or taken.

ADMINISTRATIVE RULES:

- a. **Pod 300 & Pod 400**, various sections, IP Draft: The Board reviewed the revisions proposed by Tina Kelley of OPLC and made additional changes to Pod 402.02 (b) and wish to update the current CE reporting form. On motion of Dr. Shaheen and second by Dr. Burrell, the Board voted unanimously to accept the revised IP Draft as amended, create a new form which matches the rule, and initiate formal rulemaking.
- b. The Board discussed that it would like to consider changing the Pod 402.01 to make clear that the CMEs must be scientific in nature rather than practice management; however, the Board would like to complete the current rule making first.
- c. **Continuing Education Form:** The form used to be mailed to each renewing podiatrist, but Jenna Wilson indicated that it will not be mailed this year because the agency continues efforts to go paperless with all Boards. Upon motion of Dr. Shaheen and second by Dr. Sartori the Board voted to request that OPLC post the CE form online and send a mass email to licensees with notice of the change and tell them where the form is located on the OPLC website.

4. OLD BUSINESS:

- a. The Board reviewed the NH Supreme Court order granting Dr. Michael Moharan's motion to withdraw his appeal. Not action required or taken.

NON-PUBLIC SESSION:

Upon motion of Dr. Shaheen and Dr. Sartori seconded, Board voted unanimously by rollcall vote to enter into non-public session at 3:44PM as authorized by RSA 91-A:3, II (c), to discuss matters which would likely adversely affect the reputation of a person or persons if discussed in public.

RESUME PUBLIC SESSION:

The Board returned to public session at 3:48PM. Dr. Shaheen moved to seal the non-public minutes of the non-public session because the matters discussed are exempt pursuant to RSA 91-A:3, II (c), and Dr. Sartori seconded the motion. The Board voted unanimously by rollcall vote to seal the non-public minutes.

ADJOURNMENT

Dr. Sartori adjourned the meeting at 3:49PM .