

MINUTES
North Carolina Board of Physical Therapy Examiners
March 10, 2021
NCBPTE OFFICE – TELECONFERENCE
8300 HEALTH PARK
Raleigh, North Carolina 27615

Members Present:

Teresa F. Hale, PT, Chair
C. David Edwards, PT, Secretary/Treasurer
Crystal D. Ostlind, PTA,
Paul Garcia, MD
Leslie P. Kesler, PT
Pearl L. Rhone, PTA
Jamie L. Miner, PT
Rosa Maria Gonzalez, BSN, RN, Public Member

Staff Present:

Kathy Arney, PT, Executive Director (ED)
Debbie Ragan, PT, Deputy Director (DD)
Cindy D. Kiely, Director of Administration / Recorder
David C. Gadd, Board Attorney
David Nall, IT Systems Administrator

The format for the Minutes is as follows: *V-# Summary of Motion (Board Member who introduced motion)*

Meeting Called to Order by T. Hale, NCBPTE Board Chair 8:26 a.m.

The meeting is open to the public and was conducted remotely on Zoom and streamed live on YouTube. The meeting was noticed in the Board office, on its website and on the NC Secretary of State website. There were no requests for the meeting agenda prior to the meeting.

Announcements

T. Hale, Chair, announced the following:

Notes of thanks from former Board Public Member Stu MacRoberts and staff members Cindy Kiely and Kathy O. Arney. The agenda was reordered for the closed session to begin at the end of the other Board business due to the scheduling of invited guests.

Conflict of Interest Reminder by the Chair

T. Hale, Chair, reminded members of their duty to avoid conflicts of interest and appearances of conflicts of interest. In addition, T. Hale asked if there were any known conflicts of interest or appearance of conflicts of interest with respect to any matters that were to be brought before the

Board today as required by Executive Order 127. No Board member indicated conflicts of interest with the business before the Board today.

V-001- '21 Passed Minutes December 09, 2020 [Attachment I]

Board adopted a motion to approve draft of the Minutes of the Board Meeting held on December 09, 2020. **(Kesler)**

Members voting in the affirmative:	Hale, Edwards, Rhone, Kelsner, Ostlind, Garcia, Miner, Gonzalez
Members voting in the negative:	None

APPLICATIONS

There were no other applications for review during the open session.

Applications containing confidential information were discussed during Closed Session

Attorney Report

Attorney Gadd gave verbal update on:

- Attorney update and Board education – Investigative Process
- Governor Executive Order Updates
 - EO 193 provides flexibility for Occupational Licensing Boards related to healthcare to waive rules and increase flexibility to provide vaccine assistance. Section 3A which expires in May gives authority to give vaccines. PTs are not prohibited from providing vaccines if adequately trained (see ED summary report), but should not call it physical therapy. Other volunteer opportunities to assist during the vaccination process were discussed.
- Legislative Update
 - There is a bill currently in the legislative process that defines and describes the abilities for Audiologists to work with patients with vestibular system disorders.
 - S.A.V.E. bill if passed will require all Occupational Licensing Boards to run all applicants and current licensees through the S.A.V.E. program to determine if the immigration status if up to date.

Federal Legislation – Updates – Occupational Licensing Board Antitrust Damages and Relief Act of 2020. This bill is still in committee.

Attorney Review of Disciplinary Process 90-270.92- Powers and Duties of the Board – Board Training and Education

Attorney Gadd gave a power point presentation on the Board’s Investigation and Disciplinary Process to educate all Board members on the Investigative Committee’s work and the law and rules governing the process.

Executive Director’s (ED) Update – [Attachments II - VI]

The Executive Director provided verbal updates including the following:

- Updated Board Addresses - please notify staff of any corrections.

- Licensee Count- The licensee count for this quarter reflects a 2.44% increase in licensees. This decrease in growth was anticipated. Reductions were anticipated in part due to:
 - issuance of Compact privileges,
 - issuance of temporary military permits,
 - students moving out of state after graduation, and
 - issuance of temporary exemptions from licensure during the NC State of Emergency. Of note, the licensees who currently have a temporary exemption from PT/PTA licensure in NC were not included in the Licensee Counts. They are listed in a separate report to the Board.
- **Board member requested data reflecting 5-years of NPTE failure data for PT/PTA applicants was provided or review and consideration.** Of note, during the pandemic in 2020, the overall failure rate increased.
- Updates to Adopted NCBPTE Goals and Priorities continue to provide the basis for Board priorities and staff actions. Updates are ongoing.
- Renewals 2021 – Final report on 2021 renewals was submitted for Board review
 Missouri WorkForce Report – sample of other state Workforce reports was provided for Board review.
 NCBPTE WorkForce data provided to SHEPS - verbal update provided by Arney
- The ED shared communications related to COVID-19 and vaccinations with state entities:
 - Communication with NC DHHS Representative Amanda Moore – PT Board re: COVID 19 & Vaccinations
 - Response to request from MD at Duke (Medical Board Member) wanting licensee information to assist in vaccination administration
 - Jull Forcina, PhD, RN-NC AHEC-PT Board-Volunteer Study and Vaccination Training
 Vaccination Training Options
 1. <https://covid19.ncdhhs.gov/vaccines/providers/covid-19-vaccine-management-system-cvms>.
 2. NC AHEC – information will be provided when this training becomes available.

The Board requested that the vaccine administration options be posted on the Board’s website, which will include decisions on regulatory flexibility for physical therapy out of state licensees, retired licensees, unlicensed personnel and students to provide vaccinations, training options, and links to vaccination site volunteer opportunities. This will include the current notice that administering vaccines is not called PT, is not billed as PT, and that individuals will follow all other applicable state laws.

V-002-'21 Passed – Regulatory Flexibility – EO 193 - PT licensee ability to perform vaccinations

Motion to accept PT licensees’ ability to perform vaccinations if they are properly trained and competent to perform vaccinations and follow all other applicable state laws. Vaccinations are not considered a part of the PT Scope of Practice thus no waiver of law or rules are required from NCBPTE. (*Miner*)

Members voting in the affirmative: Hale, Edwards, Rhone, Kelser,
Ostlind, Garcia, Miner, Gonzalez
Members voting in the negative: None

- **Regulatory Flexibility – Renewal fees for 2022** – Arney recommended this be reviewed by the Finance and Audit Committee meeting in May 2021, for consideration and recommendation to the full Board at its June 2021 meeting.
- **Personnel Policy Updates**- The Board was updated on EPPM changes to payroll and time records for Board staff after completion of the recent payroll audit. All Board staff has been educated on the modifications and have signed off on the EPPM updates.
- **Update- Report of Temporary Exemptions**- Currently in NC there are over 300 out of state PT/PTA licenses who have a temporary exemption from licensure during the current state of emergency in NC due to the COVID-19 pandemic. This exemption will cease immediately when Governor Cooper lifts the state of emergency in NC.
- **CAI** – Board HR Consulting firm becomes “Catapult” offering similar services over a wider region in NC.
- **Application for Licensure Predeterminations**- The Board office received first official request for predetermination of licensure physical therapy program admission. Staff provided the requester with the appropriate forms and information to complete and submit for review. This process would be a first and the ED requested the Board consider the best, most efficient process for review, recommendation and Board consideration of these applications.

V-003-'21 Passed - Motion to Refer all Predetermination applications to the Investigative Committee for review and decision making (Rhone)

Members voting in the affirmative: Hale, Edwards, Rhone, Kelser, Ostlind, Garcia,
Miner, Gonzalez

Members voting in the negative: None

- **The Fifth Annual Occupational Licensing Agencies Best Practices Virtual Seminar**
The ED announced the annual state OLB regulatory education seminar committee is planning this year’s virtual seminar via WebEx for Tuesday, May 18, 2021. The sessions will begin in the morning, a break for lunch, and sessions in the afternoon. They will be having relevant topics that interest OLB Board members, legal counsels, and staff. All are welcome to attend all or part of this seminar.

Financial Report- [Attachments VII - VIII]

The Executive Director reviewed the following with the Board:

- **Executive Summary** – All renewal payments are now online. The Board allowed E-checks during this renewal season, which required increased monitoring. Other online secure payment options will be researched before the 2022 renewal season starts on November 1, 2021. Reports reflect the results of renewals for 2021.
- **Financials - Profit - Loss comparison - July 1, 2019 - Feb, 2020 to same period in 2021** ED reviewed specific areas of decreased expenses due to remote meetings, staff

remote work and more electronic vs. paper-based office functions and increase spending due to staffing increases concurrent with overall licensee population growth and required compliance processes.

- **Financials** - Balance Sheet – Feb 22, 2021 comparison to the same period 2020
- The financials are in a good position and reserves are healthy. The banking accounts will continue to be consolidated to Pinnacle in the coming months per Board approval.
- **Adopted Budget for 2020 -2021** and Adopted budget FY 2021 with approved Dec 9, 2020 updates (provided for reference)
- **Update – Implementation of Financial Recommendations from 2021-** Arney provided a verbal report on consolidation of accounts.
- **Payroll Audit - Final report** – A three-year look back payroll audit for 2018-2020 was conducted. Results of the audit indicate corrections related to the retirement plan, time recordkeeping and policy updates and payroll vendor improvements were needed. The Board has since contracted with a new payroll vendor and made updates to the Employee Personnel and Policy Manual and trained the staff on these updates. The retirement plan adjustments and any corrections required are being studied and will be completed by the end of FY 2021.

Federation (FSBPT) – The ED reported the following:

Future Meeting dates and updates – 2020 – 2021

- Leadership Issues Forum – Virtual – July 17-18, 2021 – Hale and Arney will attend
- 2021 Delegate Assembly – Virtual - October 22-23, 2021
- News Briefs – <https://www.sbpt.org/News-Evet/News> (may be found at this link)

FSBPT Committee Service

- Ostlind – Resolutions Committee; Ostlind Chair in 2021 – no report
- Ragan – ELDD Task Force - – no report

FSBPT Webinar Series – All are invited and encouraged to attend any sessions; sessions are especially helpful related to the regulatory role that Board members fill for the state.

- Regulatory Hour – Dale Atkinson – <https://www.fsbpt.org/News-Events/Events/Webinara/2021-Webinars/2021-Webinars/2021-Webinar-Series>
- Other monthly Regulatory Webinars – <https://www.fsbpt.org/News-Events/Events/Webinara/2021-Webinars/2021-Webinars/2021-Webinar-Series>
- Arney on Panel for “Practice Advice” – April Webinar Series

FSBPT Budget 2021 was included for reference purposes

NCPTA & APTA Updates

APTA

- APTA NC Newsletters – Link – https://aptanc.org/page/aptanc_newsletters
- Fall Conference 2021 – October 8-9, 2021 – Benton Convention Center Winston-Salem
- APTA NC – APTA-NC sent out a list of significant NC PT involvement as speakers for the most recent virtual APTA Combined Sections Meeting

APTA NC

- NEXT Conference and Exposition – Virtual – June 4-30, 2021

Report from Deputy Director, including Continuing Competence - [Attachment IX]

Deputy Director Report –was submitted and questions were answered by D. Ragan
Updates on AAP- The licensing team continues to update both in-state and out-of-state schools, as illustrated below:

The NC Board of Physical Therapy Examiners (NCBPTE), the physical therapy licensure board in NC, now participates in the Federation of State Boards of Physical Therapy (FSBPT) alternate approval pathway (AAP) for exam eligibility. What does that mean for the schools and their students who are seeking PT/PTA licensure in North Carolina?

- *The student applies to the NC Board of PT Examiners at www.ncptboard.org.*
- *The Program Director creates the cohort with FSBPT and adds the students by end of year 1.*
- *The Program Director validates to the FSBPT that their students are on track to graduate (not any earlier than 150 days before graduation).*
- *FSBPT authorizes eligibility for the NPTE, and handles any special accommodation requests.*
- *Once the degree is conferred, the Program Director sends the Certification of Education form confirming the degree earned and the date the degree was conferred (see attachment), **or** the Registrar sends an official copy of the education transcripts to the NC Board of PT Examiners. Transcripts **must** include the degree earned information. With either option, the documents can be sent together for all graduating program students. **NOTE: You do not need to send an education form prior to the date the degree is conferred.***
- *When the application is complete, it is forwarded to the NC PT Board for approval and licensure.*
- **Military Compliance-** Since December 1, 2020 when G.S. 93B-15.1 revisions went into effect with regard to temporary military permits, the average time from application to issuance of a military temporary PT/PTA -permit for military members and spouses, and veteran's and spouses is 3.7 days.
- **Licensing Team update-** The licensing team continues to work remotely with a fully implemented SharePoint document management platform. All Board members have been educated and are successfully navigating the Sharepoint Board Portal for review and approval of applications. Phone calls are now being answered during work hours for enhanced customer service, and any voicemails are now transcribed on a mobile device.
- **Continuing Competence -** Licensees renewing for 2021 before completing continuing competence reporting requirements for 1/1/2019-1/31/2021. 47 PT/PTA licensees renewed their license for 2021 without completing their continuing competence requirements due to a glitch in the renewal process. All licensees were notified of the

circumstances and 46 licensees successfully completed the requirements before the deadline of January 31, 2021. One licensee let his license lapse.

- Compact compliance and JE completion – Upon routine review, privilege holders who renewed their privileges were discovered not to have completed the JE as required by NC and the PT Compact rules. These were referred to the Investigative Committee for review and further necessary action.

Record Retention

- Application documents- The NCBPTE complies with the NC Functional Record Retention Schedule <https://archives.ncdcr.gov/government/retention-schedules/state-agency-schedules/functional-schedule-north-carolina-state> .
- Applications are active for one year from the date of submission. After one year, if the application has not been completed, the applicant has to reapply and resubmit the required documents. A chart was developed to better clarify the documents that have to be resubmitted and the documents the Board office can retain. This will provide for better consistency with application document management for foreign educated applicants and CAPTE US Trained applicants.

V-004-'21 Record Retention

Motion to accept proposed Retention Schedule for Application documents - incomplete applications, including FE education and English proficiency documents. (*Hale*)

Members voting in the affirmative:	Hale, Edwards, Rhone, Kelsner, Ostlind, Garcia, Miner, Gonzalez
Members voting in the negative:	None

- Update on Renewal applicants who renewed without 19-21 CC completion

Proposed Rules – Public Hearing

On January 15, 2021, the North Carolina Registry contained the Notice of Proposed Rule Making Proceedings, scheduling the hearing for today and the subject matter to be addressed at that hearing, namely to amend the following rules cited as:

21 NCAC 48D .0107,
21 NCAC 48D .0109,
21 NCAC 48D .0111, and
21 NCAC 48E .0101

The reasons for the proposed action were stated in that Notice of Hearing, which also included the rules themselves and the notice of the public hearing to be held on 3/10/2021. The public hearing was formally opened 10:03am. The Board received one public comment which was read to the Board. No public members were in attendance and no Board members had additional questions or comments. The public hearing was closed at 10:08 am.

The public comment period for these rules closes March 16, 2021.

Prometric Report [Attachments - X]

- NPTE testing reports provided by Prometric/FSBPT were shared with Board. CBT comments submitted by examination candidates for September – December, 2020.

Customer satisfaction in NC remains lower than historically demonstrated likely due to changes in moving from paper applications to electronic, change to eligibility to the AAP and all issues and delays related to COVID-19. The Board does not have control over COVID-19 and the updates to eligibility and move to electronic applications will eventually result in a smooth process. The Licensing team has targeted goals and priorities to address customer satisfaction.

Committee on Board Rules - [Attachments -]

- Rules Committee – update – proposed Permanent Rules next steps:
 - Board adopts proposed permanent rules at June 9, 2021 Board meeting
 - NCBPTE submits Rules for RRC Review- before June 21, 2021
 - RRC Reviews rules July 15, 2021 and if approved, rules are effective August 1, 2021
- Rules request for information – by Mary Kay Hannah, PT-APTA NC President/Elon PT Education Program, Assistant Professor – Ragan filled the request and Board staff anticipate additional requests regarding imaging in the future.
- The Rules subcommittee meetings will begin again this spring to review proposed changes needed due to the remote work environment, legislation, or process updates.

Correspondence with Schools and Annual School Reports - [Attachments XI - XIV]

Review of Exam Pass Rates for NC PT & PTA Schools

- Pass rate (2021) for North Carolina PT & PTA schools (as of Feb 08, 2021)
- Pass rate (2020) for North Carolina PT & PTA schools (as of Feb 08, 2021)
- Pass rate (2019) for North Carolina PT & PTA schools (as of Feb 08, 2020)
- Pass rate (2018) for North Carolina PT & PTA schools (as of Feb 08, 2020)

Updated School Addresses – 40% turn over in PT Academic Educational program directors was noted this quarter.

2021-2022 – Exam Schedule and Board Member Score date notification – update (important dates) – Board members were advised the FSBPT will have additional exam dates for the April PT and PTA exams due to the pandemic.

School presentations:

- Arney – Wingate – March 2021

Schools Communications

- Campbell Univ. PT Program – new Program Director – Priscilla Weaver, PT, DPT, PhD
- Martin Community College PTA Program – provided Arney with information on PTA education re: 02 saturation – Dean McCall, PT, DPT
- Elon Univ. PT Program – Program Director – questions regarding applicant to program and felony convictions
- High Point University – questions regarding student eligibility for licensure
- UNC-CH PT program – questions regarding students and licensees providing vaccinations for COVID-19. Arney will respond.

Ethics Commission – [Attachments XV]

- Ethics Education Instructions were included in the agenda for reference
- Board members were reminded www.sosnc.gov – IMPORTANT: Reminder regarding requirements for Mandatory Ethics Education (required every 2 years – submit reimbursement request) Compliance Report – reminders were issued for upcoming Board members whose training is due.
- SEI Due Annually – April 15 SEI reminder and Online filing instructions – instructions were attached to the agenda.
- Compliance Report indicates current Board member and staff are compliant with ethics requirements

Responses from ED/DD to questions addressed at the previous Board Meeting - [Attachments XVI]

- Mobilization – Manual Lumbosacral Traction – PTA – the response to the licensee determined at the December 9, 2020 Board meeting was shared with the Board.

PT Licensure Compact

Board Staff Compact Administration updates

IT improved the database search functionality so team members could better track Compact privilege holders in the online system. Staff members now check to ensure the Jurisprudence Exercise is done again both with compact renewal and purchase for compliance purposes.

NCBPTE Compliance with requirements – updates

- Commission Committee on Compliance – Arney - Chair

Update-Board Appointments 2022 – NCPTA will continue to host the nominations and balloting process per the NC PT Practice Act. In 2022, Nominations for Board member term expiration of 1 PT and 1 PTA are anticipated. The Governor’s office of Boards and Commission has not notified the Board of further updates related to PTA appointments for 2021.

Submission of Reports to State, etc.- The reports noted below were completed, submitted and reviewed with the Board: [Attachments XVII - XXII]

- OSBM Annual Fee Report FY 2019-2020
- Response to Aetna request for information
- Update on Regulatory Flexibility – March 1, 2021
- Public Records Request – updated disciplinary information 4Q 2020
- Notification of Governors office of scheduled meetings of NCBPTE 2021
- Annual Report to OSBM on Rules with Economic Impact
- Aperture – Credentialing Verification Organization – request for information
- Med Advantage – Credentials Verification Organization – request for information
- NC Dept of Commerce – Occupational Employment and Wage Survey – Data collection from NCBPTE
- State of NC Master Crime Employee Dishonesty Policy – 2021 renewal application
Additional Crime Coverage – the ED reviewed potential additional coverage with Board; the coverage is expensive and the likelihood of benefiting from the coverage was low. No motion was required as the coverage is too costly.

- Public Record Request – Everett, Gaskins, Hancock, LLP for investigative information
- Director and Officers Insurance Policy – renewal 2021
- NC Community College – submission
- NC Child Support Enforcement – no submission – program has been suspended since March 2020
- Nevada Regulatory Survey response
- SHEPS Center – Workforce Data submission post renewals – complete Feb 2021 with PT Minimum Data Set
- BCBS Application for employee health benefits effective April 1, 2021

Board technology and Committee Update – Seipp - [Attachments XVIII]

- Reports from the IT Staff were provided for Board review

Scope of Practice Questions from licensees for Board Consideration

- K. Byrne, PTA – PT/PTA Administration of Oxygen – What are the NCBPTE Examiners guidelines? After review of staff gathered information the Board considered the question in context of rule 21 NCAC 48C .0102 (a) Permitted Practice

V-005- '21 Passed NCBPTE Guidelines Administration of Oxygen

Motion for ED to craft a response based on prior Position statement on Scope of Practice on Administration of Oxygen (*Edwards*)

Members voting in the affirmative: Hale, Edwards, Rhone, Kelsner, Ostlind, Garcia, Miner, Gonzalez

Members voting in the negative: None

- **Staff asked Board to consider a Framework for review and responding to Scope of Practice Questions – [Attachments XXIV]** How can we provide information effectively to the public to fulfill our role in public protection? – Board reviewed – North Carolina Board of Physical Therapy – Scope of Practice: Proposed Board Decisions using the “P.E.E.R.” Review Process - Proposed, reviewed, edited by Deborah J. Ragan, PT, DPT, Kathy O. Arney, PT, MA and David C. Gadd, Attorney – Board unanimously approved as written. At the June Board meeting a rubric for Board review of questions in the future will be presented.

Selection of FSBPT Alternate Delegate 2021

- Board Delegate to FSBPT previously selected - Teresa Hale for 2021
- First Alternate Delegate to FSBPT –Leslie Kesler, PT agreed to act as Alternate Delegate to FSBPT meetings in the event the Delegate is unable to serve.

Other regulatory organizations

CLEAR – The ED discussed the educational opportunities provided by CLEAR that might of interest to Board members.

Credentialing Agencies – No New Updates

Correspondence from ED, Articles, etc. – were provided to the Board for their review

- PTA Patient Screen Questions on Employment Application
- Substance Use Disorder Programs
- NPTE Exam Results – Challenge for Licensure
- Request for Continuing Education Credit

Closed Session

Motions from the Closed Session:

Closed Session: V-006- '21 Passed “Closed Session”

Motion to leave open session at and go into Closed Session at 12:32 pm in accordance with GS § 143-318.11 (a)(1) and (a)(7) to engage in privileged communication with the Board’s counsel concerning investigations, personnel issues, and other privileged matters. (*Ostlind*)

Members voting in the affirmative: Hale, Edwards, Rhone, Kelser,
Ostlind, Garcia, Miner, Gonzalez
Members voting in the negative: None

Closed Session Minutes from December 9, 2020 - V-007- '21 Passed

After a discussion of approval of the Closed Session minutes as written the Board agreed to adopted a motion to approve the draft Closed Session Minutes. (*Kesler*)

Members voting in the affirmative: Hale, Edwards, Rhone, Kelser,
Ostlind, Garcia, Miner, Gonzalez
Members voting in the negative: None

V-008-'21 Passed – Closed Session - Motion for Outstanding Service Bonus for a Board staff member (*Edwards*)

Members voting in the affirmative: Hale, Ostlind, Garcia, Edwards,
Kesler, Rhone, Miner, Gonzalez
Members voting in the negative: None

V-009-'21 Passed – Closed Session – Consideration of Licensee Disciplinary Action

Board Attorney David Gadd, provided a briefing regarding the facts of the case and the Investigative Committee recommendation of a Warning and paying costs of the investigation. The Board determined that the majority of members were satisfied with the recommendation of the Investigative Committee. After closed session discussion, a motion to issue a Warning to Elizabeth Strange, PTA, #A5324 and pay costs of the investigation of \$575.00 was approved. (*Edwards*)

Members voting in the affirmative: Edwards, Rhone, Kelser, Ostlind,
Garcia, Miner, Gonzalez
Members voting in the negative: None
Members recusing: Hale

Applications for licensure: Licensure applications were considered in closed session due to the confidential nature of the content.

V-010 - '21 Passed – Application #1 – Anna Bridgers (PTA for Exam)

Board approved the applicant be considered for licensure with a completed application based on additional information provided. (*Hale*)

Members voting in the affirmative:	Hale, Edwards, Rhone, Kelsler, Ostlind, Garcia, Miner, Gonzalez
Members voting in the negative:	None

V-011- '21 Passed – Application #2 – Steven Stroup (PT for Exam)

Board approved the applicant be considered for licensure with a completed application based on additional information provided. (*Kesler*)

Members voting in the affirmative:	Hale, Edwards, Rhone, Kelsler, Ostlind, Garcia, Miner, Gonzalez
Members voting in the negative:	None

V-012-'21 Passed End “Closed Session”

Motion to return to Open Session at 2:24 p.m.

Members voting in the affirmative:	Hale, Ostlind, Garcia, Edwards, Kesler, Rhone, Miner, Gonzalez
Members voting in the negative:	None

Chair Hale reminded the Board of dates for upcoming Board Meetings:

Location: 8300 Health Park, Raleigh, NC 27615 - AIHF Conference Center or Suite 233

- June 09, 2021 (Wednesday) – in person (to be determined based on state Executive Orders. Laws and regulations and appropriate room availability and the ability to provide appropriate safety measures)
- September 22, 2021 (Wednesday) – in person
- December 01, 2021 (Wednesday) – in person

V-013-'21 Passed – Motion to Adjourn the Meeting

Motion to adjourn the meeting at 2:25 p.m. (*Ostlind*)

Members voting in the affirmative:	Hale, Ostlind, Garcia, Edwards, Kesler, Rhone, Miner, Gonzalez
Members voting in the negative:	None

Submitted,

Cindy D. Kiely
Director of Administration
Recording Secretary

C. David Edwards, PT
Secretary/Treasurer