

**COUNCIL ON PHYSICIAN ASSISTANTS
JUNE 6, 2013
MINUTES**

PRESENT: Jeremiah Barrett, Julie Doyle, Anne Hletko, Mary Pangman Schmitt, Jody Wilkins

STAFF: Dan Williams, Executive Director; Karen Rude-Evans, Bureau Assistant; DSPS staff

CALL TO ORDER

Anne Hletko, Chair, called the meeting to order at 9:00 a.m. A quorum of five (5) members was confirmed.

ADOPTION OF AGENDA

Amendments:

- Item G – Appearance by Clark Collins, WAPA
- Item N7 – Add – Exam Process Discussion and Consideration

MOTION: Jody Wilkins moved, seconded by Jeremiah Barrett, to approve the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES FROM JUNE 21, 2012

MOTION: Jody Wilkins moved, seconded by Julie Doyle, to approve the minutes from June 21, 2012 as written. Motion carried unanimously.

ELECTION OF OFFICERS

MOTION: Julie Doyle moved, seconded by Mary Pangman Schmitt, to have DSPS review the terms for Julie Doyle and Jody Wilkins and to reply to the Council as to the length of terms and term expirations. Motion carried unanimously.

MOTION: Anne Hletko moved, seconded by Mary Pangman Schmitt, that the record indicate the election of officers and delegation of liaisons as discussed below. Motion carried unanimously.

NOMINATION: Anne Hletko nominated Julie Doyle for Chair.

Dan Williams called for nominations a total of three times. Hearing no other nominations, a vote was called.

Julie Doyle was elected Chair by unanimous vote.

MOTION: Jeremy Barrett moved, seconded by Mary Pangman Schmitt, to allow Anne Hletko to continue to run the meeting today. Motion carried unanimously.

NOMINATION: Anne Hletko nominated Jody Wilkins for Vice Chair.

Dan Williams called for nominations a total of three times. Hearing no other nominations, a vote was called.

Jody Wilkins was elected Vice Chair by unanimous vote.

NOMINATION: Jody Wilkins nominated Mary Pangman Schmitt for Secretary.

Dan Williams called for nominations a total of three times. Hearing no other nominations, a vote was called.

Mary Pangman Schmitt was elected Secretary by unanimous vote.

2013 ELECTION RESULTS	
Chair	Julie Doyle
Vice Chair	Jody Wilkins
Secretary	Mary Pangman Schmitt

COUNCIL APPOINTMENTS AND ALTERNATES

- Representative at the Medical Examining Board Meetings and Interaction with the MEB – Julie Doyle, Anne Hletko (alternate)
- Credentialing Liaison – Jody Wilkins, Jeremiah Barrett (alternate)
- Legislative Liaison – Julie Doyle, Anne Hletko (alternate)
- Examination Liaison/Panel – Jeremiah Barrett, Anne Hletko, Jody Wilkins (alternate)
- Newsletter Coordinator – Mary Pangman Schmitt
- Practice Question Procedure and Board Contact – Julie Doyle
- Travel Liaison – Jody Wilkins
- Liaison to the office of Education and Examinations – Jeremiah Barrett

MOTION: Anne Hletko moved, seconded by Jeremiah Barrett, to delegate authority to the Credentialing Liaisons to address all issues related to credentialing matters with the exception of denials during the application process. Motion carried unanimously.

MOTION: Mary Pangman Schmitt moved, seconded by Jody Wilkins, that the Council delegates authority to the Chair or designated Council member to sign documents on behalf of the Council. In order to carry out duties of the Council, the Chair or Council member has the ability to delegate this signature authority to the Executive Director for purposes of facilitating the completion of assignments during or between meetings. The Chair or Council member delegates the authority to the Executive Director, to sign the name of the Chair or Council member on documents as necessary. Motion carried unanimously.

MOTION: Jeremiah Barrett moved, seconded by Jody Wilkins, that, in order to facilitate the completion of assignments between meetings, the Council delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Council, to appoint liaisons to the Department where knowledge or experience in the profession is required to carry out the duties of the Council in accordance with the law. Motion carried unanimously.

MED 8 REVISIONS

Discuss and Review Proposed Changes and Progress

MOTION: Jody Wilkins moved, seconded by Jeremiah Barrett, to recommend that the current definition of supervision remains as is based on its view that PAs are already subject to MED 10. Motion carried unanimously.

MOTION: Anne Hletko moved, seconded by Jeremiah Barrett, to recommend that MED 8.05(2)(b) be amended to state “an applicant may be required to complete an oral examination, personal appearance, or both, if the applicant:”. Motion carried unanimously.

MOTION: Anne Hletko moved, seconded by Jody Wilkins, to recommend that the appropriate portion of MED 8.07(1) be amended to read “one or more licensed physicians or a physician exempt from licensure requirements pursuant to sec 448.03(2)(b), stats.” and amend MED 8.07 (1) to remove the reference to “supervising physician” and replace with “physician providing supervision.” Motion carried unanimously.

MOTION: Jeremiah Barrett moved, seconded by Anne Hletko, to recommend that if a provision requiring the identification of a physician providing supervision is required that language is selected that will not trigger additional documentation requirements. The Council suggests language akin to the following: “... that the physician providing supervision be readily identifiable.” Motion carried unanimously.

MOTION: Anne Hletko moved, seconded by Mary Pangman Schmitt, to recognize the appearance by Clark Collins, WAPA, reviewing proposed changes to MED 8. Motion carried unanimously.

PA COUNCIL PRESENCE AT MEDICAL EXAMINING BOARD MEETINGS

Review and Discuss PA Council Attendance at the Monthly MEB Meetings and Consider Endorsing a Representative to Speak for the Council

MOTION: Anne Hletko moved, seconded by Jeremiah Barrett, to continue PA Council representation at the monthly MEB meetings. Motion carried unanimously.

EDUCATION OR WORKFORCE BARRIERS TO PA PRACTICE

MOTION: Anne Hletko moved, seconded by Jody Wilkins, to note no actionable workforce and education barriers to PA practice were identified by the PA Council. Further information will be gained from the state's PA programs. Motion carried unanimously.

MOTION: Anne Hletko moved, seconded by Jeremiah Barrett, that the PA Council supports the Department's efforts in streamlining the testing requirements, including the ability to test prior to graduation or program approval. Motion carried unanimously.

MOTION: Anne Hletko moved seconded by Jeremiah Barrett, that the oral examination be reevaluated and updated by the PA Council with the assistance of DSPS staff. Motion carried unanimously.

CONVENE TO CLOSED SESSION

Anne Hletko read the motion to convene to closed session.

MOTION: Jody Wilkins moved, seconded by Mary Pangman Schmitt, to convene to closed session pursuant to Wisconsin State statutes 19.85(1)(a)(b)(f) and (g) for the purpose of conducting appearances, reviewing monitoring requests, requests for licensure, deliberate on stipulations, administrative warnings, proposed decisions and orders, consulting with Legal Counsel and Division of Legal Services and Compliance case status reports. Roll call vote: Jeremiah Barrett-yes; Julie Doyle-yes; Anne Hletko-yes; Mary Pangman Schmitt-yes; Jody Wilkins-yes.

The Council convened to closed session at 12:43 p.m.

RECONVENE TO OPEN SESSION

MOTION: Anne Hletko moved, seconded by Jeremiah Barrett, to reconvene to open session. Motion carried unanimously.

Open session reconvened at 2:00 p.m.

REAFFIRM MOTIONS MADE IN CLOSED SESSION

MOTION: Anne Hletko moved, seconded by Mary Pangman Schmitt, to reaffirm all motions made in closed session. Motion carried unanimously.

FULL BOARD ORAL EXAMINATION

MOTION: Anne Hletko moved, seconded by Jody Wilkins, that for the oral examination, the entire Council will be present for the purpose of observation, however the final recommendation of pass or fail of the examinee will be determined by the two appointed panelists. Motion carried unanimously.

MOTION: Anne Hletko moved, seconded by Jeremiah Barrett, to recommend a passing score for the oral examination candidate, D.J.H. Motion carried unanimously.

ADJOURNMENT

MOTION: Mary Pangman Schmitt moved, seconded by Jody Wilkins, to adjourn. Motion carried unanimously.

The meeting adjourned at 2:07 p.m.