

**COUNCIL ON PHYSICIAN ASSISTANTS  
VIA LIVE MEETING  
JUNE 24, 2010  
MINUTES**

**PRESENT:** Jerry Noack, Mary Pangman Schmitt (excused at 10:43 a.m.)

**VIA LIVE MEETING:** Eric Garland, Anne Hletko

**EXCUSED:** Michael Tonne

**STAFF:** Tom Ryan, Bureau Director; Michael Berndt, Legal Counsel;  
Karen Rude-Evans, Bureau Assistant

**GUEST:** Lou Falligant, WAPA

**CALL TO ORDER**

Anne Hletko, Chair, called the meeting to order at 9:12 a.m. A quorum of four (4) members was confirmed.

**APPROVAL OF AGENDA**

**MOTION:** Jerry Noack moved, seconded by Mary Pangman Schmitt, to approve the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES FROM MAY 14, 2009**

**MOTION:** Eric Garland moved, seconded by Jerry Noack, to approve the minutes from May 14, 2009 as written. Motion carried unanimously.

**ELECTION OF OFFICERS**

**MOTION:** Eric Garland moved, seconded by Jerry Noack, to retain the same officers. Motion carried unanimously.

<b>2010 ELECTION RESULTS</b>	
Chair	Anne Hletko
Vice Chair	Eric Garland
Secretary	Jerry Noack

Board Appointments and Alternates, Including:

- Representative at Medical Examining Board meetings and Interaction with MEB – Anne Hletko will poll the members for their availability to attend the MEB meetings.

- Credentialing Liaison(s) – Michael Tonne, Ann Hletko - alternate
- Legislative Liaison – Anne Hletko, Michael Tonne - alternate
- Examination Liaison/Panel – Eric Garland, Jerry Noack
- Digest Coordinator – Anne Hletko
- Practice Question Procedure and Board Contact(s) – Anne Hletko
- Travel liaison – Anne Hletko
- Liaison to Office of Education and Examinations – Eric Garland, Michael Tonne

## **ADMINISTRATIVE REPORT**

### **Annual Policy Review**

Tom Ryan reviewed the DRL policies with the Council.

### **DRL Staff Change(s)**

John Lease is the new Administrator in the Division of Board Services. Tom Ryan is the Bureau Director, Michael Berndt is Legal Counsel and Karen Rude-Evans is the Bureau Assistant assigned to the Medical Examining Board (MEB). The Division of Enforcement and the Division of Professional Credential Processing also have staff designated for the MEB.

### **Live Meeting and SharePoint Technology**

DRL has new technologies available for board meetings and is being utilized today. Live Meeting is a web based program that allows meetings to be held online and allows participants to view the meeting on their computer. The Department is dedicated to holding the majority of future meetings via Live Meeting.

SharePoint will allow Department staff to post agendas and other documents to the SharePoint website, and board members will be given access to retrieve and view the information. More information regarding SharePoint will be coming in the future.

## **WISCONSIN ASSOCIATION OF PHYSICIAN ASSISTANTS (WAPA) - REVIEW OF ACTIVITIES**

There was no report.

## **FREQUENTLY ASKED QUESTIONS – CURRENT AND PROPOSED – BOARD REVIEW FOR APPROVAL**

The Council reviewed the FAQ's and made a few changes.

**MOTION:** Jerry Noack moved, seconded by Mary Pangman Schmitt, to delegate the review and approval of the frequently asked questions to Anne Hletko. Motion carried unanimously.

Tom Ryan and Michael Berndt will help Ms. Hletko with the review. Mr. Ryan suggested including the co-signature document in the FAQ's. When the review is complete, the FAQ's will be posted to the DRL website.

### **REVIEW OF PA REGULATORY DIGEST ARTICLES**

The Council reviewed the proposed articles for the MEB Regulatory Digest.

**MOTION:** Eric Garland moved, seconded by Jerry Noack, to authorize Anne Hletko to work with the Medical Examining Board Chair to draft and publish articles for the Regulatory Digest. Motion carried unanimously.

### **PHYSICIAN : PHYSICIAN ASSISTANT RATIO**

**MOTION:** Jerry Noack moved, seconded by Mary Pangman Schmitt, to authorize Anne Hletko to carry on active discussions with the Medical Examining Board regarding modernizing the PA rules and to request the MEB to start the rulemaking process. Motion carried unanimously.

### **WIS. STAT. CHAPTER 448 MODERNIZATION**

Wis. Stat. Chapter 448 is outdated and needs revision. Anne Hletko will continue to refine the language in Chapter 448 and have discussions with interested organizations and will bring a draft back to the Council at a future meeting.

### **2009 SENATE BILL 698**

Lou Falligant, WAPA, discussed 2009 Senate Bill 698 with the Council. This bill will re-introduced in the next legislative session in January 2011.

### **APPLICATION ISSUES RECEIVED IN THE BUREAU AFTER MAILING OF THE AGENDA**

None.

### **INFORMATIONAL ITEMS**

None.

### **PUBLIC COMMENTS**

None.

**CONVENE TO CLOSED SESSION**

**MOTION:** Eric Garland moved, seconded by Jerry Noack, to convene to closed session to deliberate on cases following hearing (Wis. Stat. § 19.85 (1) (a)); consider closing disciplinary investigation with administrative warning (Wis. Stat. § 19.85 (1) (b), and Wis. Stat. § 440.205); consider individual histories or disciplinary data (Wis. Stat. § 19.85 (1) (f)); and to confer with legal counsel (Wis. Stat. § 19.85 (1) (g)). Roll call vote: Eric Garland-yes; Anne Hletko-yes; Jerry Noack-yes. Motion carried unanimously.

Open session recessed at 10:44 a.m.

**RECONVENE IN OPEN SESSION**

**MOTION:** Eric Garland moved, seconded by Jerry Noack, to reconvene in open session. Motion carried unanimously.

Open session reconvened at 11:27 a.m.

**VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION, IF VOTING IS APPROPRIATE**

The Council discussed examination issues in closed session. There are no items that need a vote.

**OTHER BUSINESS**

None.

**ADJOURNMENT**

**MOTION:** Jerry Noack moved, seconded by Jerry Noack, to adjourn. Motion carried unanimously.

The meeting adjourned at 11:30 a.m.