



Governor
Douglas A. Ducey

**ARIZONA BOARD OF OSTEOPATHIC EXAMINERS
IN MEDICINE AND SURGERY**

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Board Members
Scott Steingard, D.O., Pres
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Gary A. Erbstoesser, D.O.
Jerry G. Landau, J.D.
Martin Reiss, D.O.
Lew Riggs, Ed.D.
Vas Sabeeh, D.O.

Executive Director
Jenna Jones

**DRAFT MINUTES OF THE PUBLIC BOARD MEETING OF
THE ARIZONA BOARD OF OSTEOPATHIC EXAMINERS
IN MEDICINE AND SURGERY**

Saturday, September 19, 2015

BOARD MEMBERS PRESENT:

Scott Steingard, D.O. President
Douglas Cunningham, D.O., Vice-President
Jerry G. Landau, J.D.
Lew Riggs, Ed.D.
Vas Sabeeh, D.O.
Gary A. Erbstoesser, D.O.
Martin Reiss, D.O.

STAFF / OTHERS PRESENT:

Jenna Jones, Executive Director
Linda Kiesler, Investigations Manager
Barbara Prah, D.O., Medical Consultant
John O'Hair-Schattenberg, Investigator
Kathy Fowkes, Licensing Administrator
Jeanne Galvin, Assistant Attorney General
Mary Davis, RCR, Ottmar & Associates (morning)
Sheryl Henke, RCR, Ottmar & Associates (afternoon)

1. CALL TO ORDER

Dr. Scott Steingard, Board President, called the meeting to order at 8:11 a.m. and read the Board's mission statement.

2. ROLL CALL AND REVIEW OF AGENDA

The Executive Director took the roll. Seven board members were present, establishing quorum for the meeting. The Executive Director reviewed the agenda.

3. CALL TO THE PUBLIC

- A. Dr. Steingard welcomed the Medical Students from Arizona College of Osteopathic Medicine at Midwestern University, Kirksville College of Osteopathic Medicine and A.T. Still University School of Osteopathic Medicine in Arizona.
- B. The Board's custom is to ask members of the public to speak when the agenda item of interest to the person is called. Members of the public who wanted to address the Board on an issue not on the agenda were invited to speak prior to the adjournment. No one requested to speak.

4. REVIEW, CONSIDERATION AND APPROVAL OF MINUTES

A. July 18, 2015 Open Session

MOTION: Dr. Cunningham moved to approve the minutes. Mr. Riggs seconded.
VOICE VOTE: Motion carried 7-0.

B. July 18, 2015 Executive Session

MOTION: Dr. Cunningham moved to approve the minutes. Mr. Riggs seconded.
VOICE VOTE: Motion carried 7-0.

C. May 30, 2015 Open Session

MOTION: Dr. Cunningham moved to amend the minutes on page 7, Case DO-14-0150A, to strike “non-disciplinary”. Mr. Riggs seconded.
VOICE VOTE: Motion carried 7-0.

MOTION: Dr. Cunningham moved to approve the minutes as amended. Mr. Riggs seconded.
VOICE VOTE: Motion carried 7-0.

D. May 30, 2015 Executive Session

MOTION: Dr. Cunningham moved to approve the minutes. Dr. Erbstoesser seconded.
VOICE VOTE: Motion carried 7-0.

5. REVIEW, DISCUSSION, AND ACTION ON CASE REVIEWS OF ALLEGATIONS OF UNPROFESSIONAL CONDUCT A.R.S. § 32-1855 (C through F).

Case Reviews

A. Anthony Schwartz, D.O. Case No. DO-15-0035A License No. 4270

The Respondent and Complainant were not present. The Medical Consultant reviewed the case. The complaint alleged failure to recognize a surgical complication. After discussion and consideration, the Board determined there was no statutory violation.

MOTION: Dr. Cunningham moved for **Dismissal**. Dr. Reiss seconded.
VOICE VOTE: Motion carried 7-0.

B. John Gietzen, D.O. Case No. DO-15-0079A License No. 4158

The Complainant was not present. Respondent was not present but was represented by attorney Sharon Moyer. Mr. Landau disclosed a possible conflict with Ms. Moyer’s firm but stated the relationship will have no bearing on his review of this case. The Investigator reviewed the case. The complaint alleged failure to report suspected abuse to a minor. Ms. Moyer answered the Board’s questions. After discussion and consideration, the Board determined there was no statutory violation.

MOTION: Dr. Reiss moved for **Dismissal**. Dr. Cunningham seconded.
VOICE VOTE: Motion carried 7-0.

- C. Kenneth Rabe, D.O. Case No. DO-14-0198A License No. 005339

Dr. Rabe was present. The Medical Consultant reviewed the case. The complaint alleged failure to meet standard of care for a patient. Dr. Rabe answered the Board's questions. After discussion and consideration, the Board determined there was no statutory violation.

MOTION: Dr. Erbstoesser moved for **Dismissal**. Dr. Cunningham seconded.
VOICE VOTE: Motion carried 7-0.

- D. Michael Steingart, D.O. Case No. DO-15-0047A License No. 2097

Dr. Steingart and Mr. Landau recused themselves from this case.

Dr. Steingart was present. The Medical Consultant reviewed the case. The complaint involved an opinion rendered as an independent medical evaluation. Dr. Steingart answered the Board's questions. After discussion and consideration, the Board determined there was no statutory violation.

MOTION: Dr. Erbstoesser moved for **Dismissal**. Dr. Cunningham seconded.
VOICE VOTE: Motion carried 5-0.

- E. Stephens Triplett, D.O. Case No. DO-14-0294A License No. 3635

Dr. Triplett was not present. The Investigator reviewed the case. The complaint involved an infant death shortly following birth. After discussion and consideration, the Board determined there was no statutory violation.

MOTION: Dr. Erbstoesser moved for **Dismissal**. Dr. Cunningham seconded.
VOICE VOTE: Motion carried 7-0.

- F. Jeffrey Dare, D.O. Case No. DO-15-0059A License No. 4329

The Respondent and Complainant were not present. The Medical Consultant reviewed the case. The complaint alleged misdiagnosis. After discussion and consideration, the Board determined there was no statutory violation.

MOTION: Dr. Cunningham moved for **Dismissal**. Dr. Reiss seconded.
VOICE VOTE: Motion carried 7-0.

- G. James Beach, D.O. Case No. DO-15-0130A License No. 1438

The Respondent and Complainant were not present. The Medical Consultant reviewed the case. The complaint alleged inappropriate prescribing of opioids. The Board discussed the case and had questions for the Respondent.

MOTION: Dr. Steingart moved for an **Investigative Hearing**. Dr. Cunningham seconded.
VOICE VOTE: Motion carried 7-0.

- H. Eric Smith, D.O. Case No. DO-13-0105A License No. 4345

The Respondent was not present. The Investigator reviewed the case. The complaint did not involve patient care.

Dr. Steingard moved for Executive Session for the purpose of legal advice. Dr. Cunningham seconded. The Board entered Executive Session at 9:13 a.m. and returned to Open Session at 9:18 a.m.

After discussion and consideration, the Board determined there was no statutory violation.

MOTION: Dr. Reiss moved for **Dismissal**. Dr. Cunningham seconded.

VOICE VOTE: Motion carried 7-0.

I. John Charochak, D.O. Case No. DO-14-0217A License No. 2333

The Respondent and Complainant were not present. The Investigator reviewed the case. The complaint involved alleged interference in another physician's medical treatment of a patient. After discussion and consideration, the Board determined there was no statutory violation.

MOTION: Dr. Erbstoesser moved for **Dismissal**. Dr. Reiss seconded.

VOICE VOTE: Motion carried 7-0.

J. Mary C. Nowlin, D.O. Case No. DO-15-0119A License No. 3514

The Respondent and Complainant were not present. The Investigator reviewed the case. The complaint alleged refusal to provide medical records upon proper request. After discussion and consideration, the Board had questions regarding the case.

MOTION: Mr. Landau moved for an **Investigative Hearing**. Dr. Cunningham seconded.

VOICE VOTE: Motion carried 7-0.

The Board recessed for a short break at 9:25 a.m. and returned to Open Session at 9:33 p.m.

6. REVIEW, DISCUSSION AND ACTION ON INVESTIGATIVE HEARINGS PURSUANT TO A.R.S. § 32-1855 (E) ONLY.

A. Donald Griner, D.O. Case No. DO-14-0288A License No. 2273

The Respondent was present with attorney Mike Ryan and was sworn in by the court reporter. The Medical Consultant reviewed the case. The complaint involved alleged failure to diagnose and treat cellulitis. After discussion and consideration, the Board determined there was no statutory violation. The attorney reported the PA Board had reviewed the matter and dismissed it.

MOTION: Mr. Landau moved for **Dismissal**. Dr. Reiss seconded.

VOICE VOTE: Motion carried 7-0.

B. George Engisch, D.O. Case No. DO-14-0247A License No. 1197

The Respondent was present and was sworn in by the court reporter. The Medical Consultant reviewed the case. The complaint alleged Respondent missed a suspicious mass on mammograms.

Dr. Steingard moved for Executive Session for the purpose of legal advice. Mr. Landau seconded. The Board entered Executive Session at 9:50 a.m. and returned to Open Session at 10:01 a.m.

Dr Engisch answered the Board's questions. After discussion and consideration, the Board determined there was no statutory violation.

MOTION: Dr. Cunningham moved for **Dismissal**. Dr. Reiss seconded.
ROLL CALL VOTE: Motion carried 6-1.

	Vote	Dr. Steingard	Dr. Cunningham	Dr. Erbstoesser	Mr. Landau	Dr. Reiss	Mr. Riggs	Dr. Sabeeh
YES	6		X	X	X	X	X	X
NO	1	X						
ABSTAIN/RECUSE	0							
ABSENT	0							

C. Norman D. Gramstad, D.O. Case No. DO-14-0212A License No. 3181

Respondent was present with attorney Steve Perlmutter and was sworn in by the court reporter. The Medical Consultant reviewed the case. The complaint alleged inappropriate prescribing. Mr. Perlmutter addressed the Board. He stated Dr. Gramstad has fully retired from the practice of clinical medicine effective September 18, 2015.

The Board asked the Respondent and his attorney if it was acceptable to them to call Respondent's two cases on the afternoon agenda to be reviewed together with this case. The Respondent and Mr. Perlmutter agreed. The Board discussed the cases.

Mr. Landau moved for Executive Session for the purpose of legal advice. Dr. Cunningham seconded. The Board entered Executive Session at 10:39 a.m. and returned to Open Session at 10:44 a.m.

The Board discussed the proposed Consent Agreement. The Board expressed concern that the proposed agreement does not fully appreciate the findings of the Board and does not impose necessary disciplinary action, nor does it adequately prevent Respondent from practicing clinical medicine again should he decide to do so.

MOTION: Mr. Landau moved to reject the proposed Consent Agreement from Dr. Perlmutter. Dr. Cunningham seconded.

VOICE VOTE: Motion carried 7-0.

The Board continued the case until the October meeting to consider a new Consent Agreement. All three cases were moved to Investigative Hearing.

D. Carl Ferguson, D.O. Case No. DO-14-0206A License No. 2244

Respondent was present with attorney Jessica Miller and was sworn in by the court reporter. The Medical Consultant reviewed the case. The complaint alleged over-prescribing and inappropriate prescribing. Dr. Ferguson and Ms. Miller answered the Board's questions. The Board expressed concern that Respondent did not provide all the medical records when first requested. The Board expressed concern that Respondent has

failed to meet the community standard for opioid prescribing, has questionable judgment and has failed to manage pain patients appropriately.

MOTION: Mr. Landau moved for a finding of Unprofessional Conduct for violation of § 32-1854(6) and (38) related to practice of management of controlled substances and prescription of controlled substances.
Dr. Cunningham seconded.

FINDINGS OF FACT: Mr. Landau moved for findings of fact to include the following:

1. No laboratory was performed. K.A. (DOB 9/2/1981), P.M. (DOB 3/15/1953), L.B. (DOB 3/8/1985), G.D. (DOB 6/30/1963), R.H. (DOB 9/23/1975), J.H. (DOB 9/24/1987), J.L. (DOB 6/16/1981)
2. The patient's UDS were inconsistent with stated medications. This was not discussed in the medical record and the controlled substances were continued. D.H. (DOB 8/9/1953), J.L. (DOB 6/24/1964), A.M. (DOB 7/8/1976), P.M. (DOB 3/15/1953), A.S. (DOB 4/17/1985), T.P. (DOB 9/13/1950), J.H. (DOB 9/24/1987), A.P. (DOB 5/10/1984)
3. No pharmacy audit was documented. R.C. (DOB 12/8/1975), G.D. (DOB 6/30/1963), J.L. (DOB 6/24/1964), P.M. (DOB 3/15/1953), T.P. (DOB 9/13/1950), K.A. (DOB 9/2/1981), L.B. (DOB 3/8/1985), J.B. (DOB 7/23/1985), J.H. (DOB 9/24/1987), J.L. (DOB 6/16/1981)
4. The pharmacy audit reflected the patient had received medication from several different physicians yet Dr. Ferguson still prescribed controlled substances. R.H. (DOB 9/23/1975), A.M. (DOB 7/8/1976)
5. There was no controlled substance contract. K.A. (DOB 9/2/1981), D.H. (DOB 8/9/1953), P.M. (DOB 3/15/1953), A.P. (DOB 5/10/1984), J.H. (DOB 9/24/1987), J.L. (DOB 6/16/1981)
6. The patient showed signs of abuse or possible diversion; (reporting medications destroyed or stolen on multiple occasions, multiple early refills, preferring to pay cash even though they had insurance, increasing medication without physician approval). K.A. (DOB 9/2/1981), L.B. (DOB 3/8/1985), R.C. (DOB 12/8/1975), R.H. (DOB 9/23/1975), K.A. (DOB 9/2/1981)
7. The patient's medications were increased without corresponding documentation in the medical record. K.A. (DOB 9/2/1981), R.H. (DOB 9/23/1975)
8. There were no x-rays or other diagnostic studies performed. L.B. (DOB 3/8/1985), G.D. (DOB 6/30/1963),
9. The patient was given a marijuana certificate along with controlled substances. R.H. (DOB 9/23/1975), J.L. (DOB 6/24/1964)
10. The patient was prescribed phentermine for long periods of time for weight loss. A.M. (DOB 7/8/1976)

ACTION: Mr. Landau moved for a three (3) year **Probation** with the following terms:

1. Clinical practice evaluation by CPEP or an approved equivalent focusing on pain management and opioid prescribing, but also to include clinical medical judgment, to be scheduled within six months and to be completed within 12 months.
2. Prohibited from prescribing class 2 and 3 controlled substances,
3. Prohibited from prescribing Suboxone and Subutex,
4. Prohibited from certifying or recommending a person for a medical marijuana card,
5. \$500 civil penalty to be paid within 90 days.

Dr. Cunningham seconded.

ROLL CALL VOTE: Motion carried 7-0.

	Vote	Dr. Steingard	Dr. Cunningham	Dr. Erbstoesser	Mr. Landau	Dr. Reiss	Mr. Riggs	Dr. Sabeeh
YES	7	X	X	X	X	X	X	X
NO	0							
ABSTAIN/RECUSE	0							
ABSENT	0							

- E. Carl Ferguson, D.O. Case No. DO-14-0221A License No. 2244
 Resolved with Case DO-14-0206A.

The Board recessed for a short break at 1:09 p.m. and returned to Open Session at 1:18 p.m.

- F. Jim Bates, D.O. Case No. DO-14-0065A License No. 1897

The Respondent was present with attorney Jay Fradkin and was sworn in by the court reporter. The Medical Consultant reviewed the case. The complaint involved adequate informed consent. Respondent answered the Board's questions. After discussion and consideration, the Board determined there was no statutory violation.

MOTION: Dr. Cunningham moved for **Dismissal**. Mr. Riggs seconded.

VOICE VOTE: Motion carried 6 – 1, with Mr. Landau voting nay.

- G. Steven Wallach, D.O. Case No. DO-13-0197A License No. 2113

The Respondent was present and was sworn in by the court reporter. The Medical Consultant reviewed the case. The complaint involved failure to fulfill a medical records request in a timely manner. Respondent answered the Board's questions. After discussion and consideration, the Board determined there was no statutory violation.

MOTION: Dr. Reiss moved for **Dismissal**. Dr. Cunningham seconded.

VOICE VOTE: Motion carried 7-0.

The Board recessed for Lunch Break at 1:36 p.m. and returned to Open Session at 2:16 p.m.

Cases called after 1:00 p.m.

- H. Patrick Marsh, D.O. Case No. DO-14-0260A License No. 2502

The Respondent was present and was sworn in by the court reporter. The Complainant was also present by telephone and was sworn in by the court reporter. The Medical Consultant reviewed the case. The complaint alleged sub-standard care in patients, inadequate record keeping and follow up. The Complainant addressed the Board. The Respondent answered the Board's questions. After discussion and consideration, the Board determined there was no statutory violation.

MOTION: Dr. Reiss moved for **Dismissal**. Mr. Riggs seconded.

ROLL CALL VOTE: Motion carried 6 -1.

	Vote	Dr. Steingard	Dr. Cunningham	Dr. Erbstoesser	Mr. Landau	Dr. Reiss	Mr. Riggs	Dr. Sabeeh
YES	6	X	X	X	X	X	X	
NO	1							X
ABSTAIN/RECUSE	0							
ABSENT	0							

- I. S. Foster Easley, D.O. Case No. DO-13-0135A License No. 3212

The Respondent was present with attorney Stephen Myers and was sworn in by the court reporter. The Executive Director reviewed a proposed Consent Agreement. Mr. Myers answered the Board’s questions.

MOTION: Mr. Landau moved to accept the proposed Consent Agreement for an indefinite suspension of license with proposed changes in paragraphs 3 and 5 to insert after third comma, “entered prior to, on, or subsequent to” the license suspension, “compliance with” results, etc. Dr. Cunningham seconded.

After further discussion, the motion was withdrawn.

This case was continued for revisions of the proposed Consent Agreement.

- J. S. Foster Easley, D.O. Case No. DO-14-0208A License No. 3212

This case was heard in conjunction with DO-13-0135A.

The Board recessed for a short break at 4:00 p.m. and resumed Open Session 4:11 p.m.

- K. David K. Chisholm, D.O. (Continued) Case No. DO-14-0240A License No. 4283

- L. William Stonecipher, D.O. Case No. DO-14-0264A License No. 0468

Dr. Stonecipher was not present. This case was continued.

- M. Treis Lum, D.O. Case No. DO-14-0253A License No. 1261 (R)

Respondent was present with attorney Charlie Hover and was sworn in by the court reporter. The Medical Consultant reviewed the case. The complaint alleged failure to diagnose lacerated tendon in finger. Mr. Hover addressed the Board and reported the Respondent has been retired from the practice of medicine for about three years. Dr. Lum answered the Board’s questions.

Dr. Steingard moved for Executive Session for the purpose of legal advice. Dr. Cunningham seconded. The Board entered Executive Session at 4:19 p.m. and returned to Open Session at 4:21 p.m.

On February 22, 2014 the Board granted Dr. Lum’s request for Retired license status. The Board expressed concern that there may be a question of jurisdiction. However, the Board discussed the case and determined there was no statutory violation.

MOTION: Dr. Reiss moved for **Dismissal**. Dr. Cunningham seconded.
VOICE VOTE: Motion carried 7-0.

N. Ryan Wood, D.O. Case No. DO-14-0182A License No. 4263

Respondent was present with attorney Jerry Gaffaney and was sworn in by the court reporter. The Investigator reviewed the case which involved self-report of a single DUI. Mr. Gaffaney addressed the Board. The Respondent answered the Board’s questions. After discussion and consideration, the Board determined there was no statutory violation.

MOTION: Dr. Reiss moved for **Dismissal**. Dr. Cunningham seconded.
ROLL CALL VOTE: Motion carried 7-0.

	Vote	Dr. Steingard	Dr. Cunningham	Dr. Erbstoesser	Mr. Landau	Dr. Reiss	Mr. Riggs	Dr. Sabeeh
YES	7	X	X	X	X	X	X	X
NO	0							
ABSTAIN/RECUSE	0							
ABSENT	0							

O. James L. Gross, D.O. (Continued) Case No. DO-14-0112A License No. 2146

P. Robert Marouk, D.O. Case No. DO-14-0307A License No. 3583

Respondent was present with attorney Stephen Myers and was sworn in by the court reporter. The Investigator reviewed the case which involved a DUI conviction.

Dr. Steingard moved to enter Executive Session to review records and testimony regarding records which are confidential by statute. Mr. Riggs seconded. The Board entered Executive Session with Dr. Marouk and Mr. Myers at 4:45 p.m. and returned to Open Session at 5:29 p.m.

MOTION: Dr. Steingard moved to act as discussed in Executive Session. Dr. Cunningham seconded.
VOICE VOTE: Motion carried 7-0.

The Board spoke with the medical students and dismissed them at 5:45 p.m.

7. CONSIDERATION AND ACTION ON COMPLIANCE WITH TERMS OF BOARD ORDERS AND REQUESTS TO MODIFY OR TERMINATE ORDERS, PURSUANT TO A.R.S. §32-1855 (E) AND (I).

A. Janet Pragit, D.O. Case No. DO- 11-0016A License No. 4719

Respondent was present. The Executive Director reviewed Respondent's request for early termination of the probation order and reported Respondent's full compliance with the Order in place. Respondent answered the Board's questions.

MOTION: Dr. Reiss moved to terminate the probation. Mr. Riggs seconded.

VOICE VOTE: Motion carried 7-0.

- B. Christine Walker, D.O. Case No. DO-14-0014A/DO-12-0191A License No. 006029

Respondent was present. The Executive Director reviewed Respondent's current compliance status. Respondent answered the Board's questions.

Dr. Cunningham moved for Executive Session for the purpose of legal advice. Dr. Steingard seconded. The Board entered Executive Session at 6:01 p.m. and returned to Open Session at 6:09 p.m.

The Board expressed concern that Respondent was non-compliant with her two Orders. The Board directed staff to open a new complaint for non-compliance with the Board Order, to be heard at the October meeting.

- C. Philo Rogers, D.O. Case No. DO-09-0154A/DO-10-0069A License No. 2809

Respondent was present with attorney Heather Hendrix. The Executive Director reviewed Respondent's request for early termination of the probation order and reported Respondent's full compliance with the Order in place. Respondent answered the Board's questions.

MOTION: Dr. Cunningham moved to terminate the probation. Dr. Reiss seconded.

VOICE VOTE: Motion carried 7-0.

- D. John E. Manning, D.O. (Continued) Case No. DO-12-0028A License No. 0935

- E. Joseph Winchell, D.O. (Continued) Case No. DO-14-0150A License No. 4179

- F. Philip Creps, D.O. Case No. DO-14-0316A License No. 006166

Dr. Creps was not present.

MOTION: Mr. Landau moved to issue a disciplinary Letter of Concern. Dr. Cunningham seconded.

VOICE VOTE: Motion carried 7-0.

Ms. Galvin provided legal advice in that the Board does not have statutory authority to issue a disciplinary Letter of Concern at this time.

MOTION: Mr. Landau moved to amend the order to issue a **non-disciplinary Letter of Concern**. Dr. Cunningham seconded.

VOICE VOTE: Motion carried 7-0.

- G. Norman Gramstad, D.O. Case No. DO-13-0175A/DO-14-0124A License No. 3181

Discussed with prior case DO-14-0212A.

8. REVIEW, CONSIDERATION, AND ACTION ON APPLICATIONS FOR LICENSURE PURSUANT TO A.R.S. § 32-1822; PERMITS PURSUANT TO A.R.S. § 32-1829; AND RENEWALS OF LICENSES PURSUANT TO A.R.S. § 32-1825 (C-D) AND A.A.C. R4-22-207.

A. Lisa Yamamoto, D.O. Case No. DO-15-0142A Application No. 006739

Respondent was present. The Executive Director reviewed the license application. Respondent answered the Board's questions.

MOTION: Dr. Cunningham moved to approve the application. Dr. Reiss seconded.

VOICE VOTE: Motion carried 7-0.

9. REVIEW, CONSIDERATION AND ACTION ON REPORTS FROM EXECUTIVE DIRECTOR, BOARD MEMBERS, and ASST ATTORNEY GENERAL

A. Report on ED Dismissed Complaints

The members had Ms. Jones' report and print out of information in compliance with statutory requirements. There were 25 cases dismissed between July 12, 2015 and September 8, 2015.

B. President & Board Member reports

No formal reports were given. Dr. Sabeeh asked if fingerprinting and background checks were part of the application process. Ms. Jones informed the Board this was not required at this time.

D. Executive Director Report

1. Financial Report

A full financial report was submitted with the Executive Director Report.

2. Other News

Ms. Jones reported the Auditor General's office is expected to begin the Board's sunset audit on October 1, 2015.

D. Board may review, discuss and adopt the proposed 2016 meeting schedule.

The Board discussed adding another meeting in October 2016 and directed staff to place this on the next meeting agenda for further discussion and action.

E. Board may review, discuss and take action on proposed Strategic Plan for 2016-2020.

The Board said they accepted the plan as presented.

F. Board may review, discuss and take action on proposed Budget for FY2017 and training.

The Board approved as was submitted.

G. Board may review, discuss and take action on rule changes in regards to new statutes.

The Board discussed waiting until after the sunset audit is completed before taking action on rules changes needed in regard to new statutory changes.

- H. Board member training on budget process and roles of JLBC and OSPB.

This was not discussed.

- I. Update on board member emails and new computer software for cases.

Ms. Jones reported the Board should expect to use the new VDI system at the November 21, 2015 meeting.

10. ADJOURNMENT

The Board adjourned at 6:45 p.m.

DRAFT