



Governor
Janice K. Brewer

**ARIZONA BOARD OF OSTEOPATHIC EXAMINERS
IN MEDICINE AND SURGERY**
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Board Members
Scott Steingard, D.O., Pres
Douglas Cunningham, D.O., V.P.
Jon B. Fiegen, J.D.
Jerry G. Landau, J.D.
Martin Reiss, D.O.
Vas Sabeeh, D.O.
Michael P. Ward, D.O.

Executive Director
Jenna Jones

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

Saturday, July 20, 2013

BOARD MEMBERS PRESENT:

Scott Steingard, D.O., President
Jon B. Fiegen, J.D.
Jerry G. Landau, J.D.
Martin Reiss, D.O.
Vas Sabeeh, D.O.

BOARD MEMBERS ABSENT:

Douglas Cunningham, D.O., Vice President
Michael P. Ward, D.O.

STAFF / OTHERS PRESENT:

Jenna Jones, Executive Director
Barbara Meyers, Deputy Director
John O'Hair-Schattenberg, Investigator
Therese Hall, Business Manager
Kathy Fowkes, Licensing Division
Jeanne Galvin, Assistant Attorney General
Robin Jaspar, RPR, Ottmar & Associates

1. CALL TO ORDER

Board President Dr. Scott Steingard called the meeting to order at 8:02 a.m.

2. ROLL CALL AND REVIEW OF AGENDA

The Executive Director took the roll. Five board members were present, establishing quorum for the meeting. The Executive Director reviewed the agenda and noted any changes.

3. CALL TO THE PUBLIC

- A. Dr. Steingard welcomed the Medical Students from Arizona College of Osteopathic Medicine at Midwestern University and A.T. Still University Kirksville College of Osteopathic Medicine.
- 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.

4. REVIEW, CONSIDERATION AND APPROVAL OF MINUTES

June 22, 2013 Open Session

MOTION: Mr. Fiegen moved to approve the minutes. Dr. Reiss seconded.
VOICE VOTE: The motion carried 5-0.

June 22, 2013 Executive Session

MOTION: Mr. Landau moved to approve the minutes. Mr. Fiegen seconded.
VOICE VOTE: The motion carried 5-0.

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

Case Reviews

A. Michael Ahmann, DO Case No. DO-11-0117A License No. 4509

Dr. Ahmann was present. The Deputy Director reviewed the Medical Consultant’s report. The complaint alleged concerns regarding prescribing of controlled substances. Dr. Ahmann answered the Board’s questions. After discussion and consideration, it was determined there was no violation of statute.

MOTION: Dr. Reiss moved for **DISMISSAL**. Dr. Sabeeh seconded.
VOICE VOTE: The motion carried 5-0.

Reviews of Executive Director Dismissals:

A. Tirdad Zangeneh, DO Case No. DO-12-0201A License No. 005701

The respondent and complainant were not present.

MOTION: Mr. Landau moved to UPHOLD the Executive Director Dismissal. Dr. Reiss seconded.
VOICE VOTE: The motion carried 5-0.

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

A. Caren Borjeson, DO Case No. DO-11-0186A License No. 3117

Dr. Borjeson was present and was sworn in by the court reporter. The Deputy Director reviewed the Medical Consultant’s report. The complaint included allegations of a wrong site surgery. Dr. Borjeson answered the Board’s questions. After discussion and consideration, it was determined there was no violation of statute. The Board strongly advised Dr. Borjeson to institute an Electronic Medical Records system in her office to prevent a wrong site surgery.

MOTION: Dr. Sabeeh moved for a non-disciplinary **LETTER OF CONCERN**. Dr. Reiss seconded.
ROLL CALL VOTE: The motion carried 4-1.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	4			X	X	X	X	
NO	1	X						
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

B. Scott Hatfield, DO Case No. DO-11-0135A License No. 3764

Dr. Hatfield was present and was sworn in by the court reporter. The Deputy Director reviewed the Medical Consultant’s report regarding her on-site evaluation of Dr. Hatfield’s improved office procedures regarding the refilling of prescriptions.

MOTION: Dr. Sabeeh moved for **DISMISSAL**. Dr. Reiss seconded for discussion purposes.

ROLL CALL VOTE: The motion carried 3-2.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	3			X		X	X	
NO	2	X			X			
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

C. David Foy, DO

Case No. DO-12-0023A

License No. 3834

Dr. Foy was present and was sworn in by the court reporter. The Investigator reviewed the case. Dr. Foy answered the Board’s questions. The Board expressed concern about the continuity of care in this case. The Board stated if a physician does not intend to discharge the patient for non-payment the physician maintains an obligation to treat the patient and properly supervise staff.

MOTION: Mr. Landau moved for a non-disciplinary **LETTER OF CONCERN** for the failure to oversee office procedures for staff. Dr. Sabeeh seconded.

ROLL CALL VOTE: The motion carried 5-0.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	5	X		X	X	X	X	
NO	0							
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

The Board recessed for a short break at 9:24 a.m. and resumed open session at 9:36 a.m.

D. Dennis Parker, DO

Case No. DO-12-0013A

License No. 0819

Dr. Reiss was recused. Dr. Parker was present with attorney Stephen W. Myers and was sworn in by the court reporter. The Investigator reviewed the case. Dr. Parker and Mr. Myers addressed the Board. A disgruntled employee’s husband filed a complaint with the Bureau of Alcohol, Tobacco and Firearms (ATF) which caused the authorities to search Dr. Parker’s property. Dr. Parker stated He was not aware there were any firearms or ammunition on his property until the ATF found the three bullets and one antique firearm. As a result of a prior felony conviction, Dr. Parker is a “prohibited possessor” meaning that he may not lawfully possess any type of firearm or ammunition. With respect to the current offense, on the advice of his attorney, Dr. Parker entered into a plea agreement resulting in a felony conviction. Dr. Parker did not report this felony to the Board within 10 days of the charge as required by statute not did Dr. Parker report it when he renewed his license. He apologized to the Board for his oversight and asked the Board to allow him to continue to practice medicine in spite of these events.

Mrs. Parker was sworn in by the court reporter and addressed the Board. Rev. Doctor Rick Bezanson, Dr. Parker's pastor, addressed the Board in support of Dr. Parker's moral character.

Dr. Parker and Mr. Myers answered the Board's questions. Mr. Landau expressed concern that this was Dr. Parker's second felony conviction.

The Board entered into Executive Session at 10:06 a.m. for legal advice and resumed Open Session at 10:14 a.m.

The Board confirmed that the date of the charge was several months prior to the date the renewal application was completed and was, therefore, required to be disclosed to the Board. Mr. Myers argued that the public will not be served by revoking Dr. Parker's license.

MOTION: Due to the conviction of the offense of violating 18 U.S.C. § 922(g)(1) and 924 (a)(2) a Class C Felony, Possession of ammunition, and the failure to report same to the Board, Mr. Landau moved for a finding of violation of :

- A.R.S. § 32-1854 (2): Committing a felony, whether or not involving moral turpitude, or a misdemeanor involving moral turpitude. In either case conviction by any court of competent jurisdiction is conclusive evidence of the commission.
- A.R.S. § 32-3208: Failing to report to the Board that he was charged with a felony within 10 days after the charge was filed.
- A.R.S. § 32-1854 (35): Violating a federal law, a state law or a rule applicable to the practice of medicine as it relates to A.R.S. § 32-3208.

ROLL CALL VOTE: The motion carried 4-0-1-2

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	4	X		X	X		X	
NO	0							
ABSTAIN/RECUSE	1					X		
ABSENT	2		X					X

MOTION: Mr. Landau moved that the Board initiate formal license revocation proceedings pursuant to Title 41, Chapter 6, Article 10 and the case be referred to the Office of Administrative Hearing. Dr. Sabeeh seconded.

ROLL CALL VOTE: The motion carried 3-1-1-2

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	3			X	X		X	
NO	1	X						
ABSTAIN/RECUSE	1					X		
ABSENT	2		X					X

Dr. Ahmann was present with attorney, Thomas Connelly, and was sworn in by the court reporter. Mr. Connelly provided the Board with a letter from the alleged victim which vindicated Dr. Ahmann from the physical altercation. Dr. Ahmann and Mr. Connelly answered the Board's questions. After discussion and consideration, it was determined there was no violation of statute or rule.

MOTION: Dr. Sabeeh moved for **DISMISSAL**. Dr. Reiss seconded.

ROLL CALL VOTE: The motion carried 5-0.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	5	X		X	X	X	X	
NO	0							
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

F. Victor Kissil, DO

Case No. DO-11-0177A

License No. 3735

Dr. Kissil was present with attorney, Holly Gieszl, and was sworn in by the court reporter. The Deputy Director reviewed the case. The complaint was received after a patient complained to Dr. Kissil's employer that although she did not want to file a complaint against Dr. Kissil, she was uncomfortable with Dr. Kissil's hugging. Dr. Kissil and Ms. Gieszl answered the Board's questions. The Board asked Dr. Kissil if there is anything he has changed in his practice based on discussion with his peers. Dr. Kissil said he has been learning to recognize his patients' body language to determine if a hug in greeting is welcomed by his patient but that he continues to hug some of his patients as a gesture of greeting intended to establish trust.

The Board entered to Executive Session at 11:31 am for the purpose of legal advice and review of records protected by law and returned to Open Session at 11:52 a.m.

Dr. Reiss strongly recommended that Dr. Kissil consider receiving cognitive behavioral therapy (CBT) to assist in successfully achieving the necessary change in behavior (i.e. no hugging). Dr. Kissil stated his willingness to obtain CBT.

MOTION: Mr. Landau moved for a **LETTER OF CONCERN** for patient interaction and boundary issues and strongly recommended that Dr. Kissil seek cognitive behavioral therapy. Dr. Reiss seconded.

ROLL CALL VOTE: The motion carried 5-0.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	5	X		X	X	X	X	
NO	0							
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

G. George Engisch, DO

Case No. DO-10-0206A

License No. 1197

Dr. Engisch was present and was sworn in by the court reporter. The Deputy Director reviewed the Medical Consultant’s report. The complaint included allegations of failing to accurately interpret a mammogram. Dr. Engisch answered the Board’s questions. Due to Dr. Engisch being in solo practice, Dr. Sabeeh recommended that Dr. Engisch have a colleague audit his readings as an opportunity to learn from peers.

MOTION: Dr. Reiss moved for a non-disciplinary **LETTER OF CONCERN** for failure to have notes in his records to identify a follow up. Mr. Landau seconded.

ROLL CALL VOTE: The motion carried 5-0.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	5	X		X	X	X	X	
NO	0							
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

H. George Engisch, DO Case No. DO-10-0045A License No. 1197

Dr. Engisch was present and remained sworn in. The Deputy Director reviewed the Medical Consultant’s report. The complaint included allegations of failing to accurately interpret a radiograph. Dr. Engisch answered the Board’s questions. Dr. Engisch maintained that he wasn’t given the previous films to compare with the current ultrasound and therefore did not know a previous study existed. Dr. Engisch stated he depended on the staff of the company for whom he worked to provide previous films and reports. Dr. Engisch said he has a protocol in place to address this. After discussion and consideration, it was determined there was no violation of statute or rule.

MOTION: Dr. Reiss moved for a **DISMISSAL**. Dr. Steingard seconded.

ROLL CALL VOTE: The motion carried 3-2.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	3	X			X	X		
NO	2			X			X	
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

The Board recessed for lunch at 1:05 p.m. and resumed Open Session at 1:42 p.m.

Cases called after 1:00 p.m.

Case DO-12-0161A and DO-13-0094A were discussed concurrently and decided on separately.

I. Heidi Hornbeek, DO Case No. DO-12-0161A License No. 005835

Dr. Hornbeek was present with attorney, Paul Giancola, and was sworn in by the court reporter. The Deputy Director reviewed the case. The complaint included allegations of patient abandonment. Dr. Hornbeek and Mr. Giancola answered the Board’s questions.

The Board entered into Executive Session at 1:44 p.m. to review records protected by law and returned to Open Session at 2:54 p.m.

Dr. Steingard stated the question before the Board is patient abandonment and did Dr. Hornbeek give appropriate notification to the other surgeons in the group that she was required to take leave from the practice for medical reasons.

Addressing the first question, Dr. Sabeeh stated when a physician is in a group practice and has adequate coverage it is not patient abandonment when a physician is required to take emergency leave and he does not believe there was a statute violation in this case. Mr. Fiegen agreed with Dr. Sabeeh that it was not patient abandonment.

The Board entered into Executive Session to obtain legal advice at 3:00 p.m. and resumed Open Session at 3:22 p.m.

The remaining question for the Board to consider is Dr. Hornbeek’s ability to safely practice medicine. The evaluation the Board received did not provide adequate information regarding fitness to practice. The Board directed staff to issue an interim order for Dr. Hornbeek to obtain a fitness for duty evaluation by a physician approved by the Executive Director.

The Board continued the case until such time as the fitness for duty evaluation has been received.

J. Heidi Hornbeek, DO Case No. DO-13-0094A License No. 005835

Dr. Hornbeek was present with attorney, Paul Giancola, and remained sworn in. The Deputy Director reviewed the case. The complaint included allegations that Dr. Hornbeek posted inflammatory, negative comments on social media about a former employer. Dr. Hornbeek answered the Board’s questions.

After discussion and consideration, it was determined there was no violation of statute or rule.

MOTION: Mr. Landau moved for **DISMISSAL** due to the matter being between the physicians and Dr. Hornbeek.

ROLL CALL VOTE: The motion carried 5-0.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	5	X		X	X	X	X	
NO	0							
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

K. Ramon Morales, DO Case No. DO-13-0055A License No. 4391

Dr. Morales was present and was sworn in by the court reporter. The Deputy Director reviewed the case. The complaint included allegations that Dr. Morales had not complied with the previously issued Board Orders. Dr. Morales answered the Board’s questions. Dr. Morales stated he has a chaperone when seeing patients at all times. He also stated he was previously having a difficult time to attend three meetings a week due to his responsibilities as a single father. He stated this is now resolved as he recently got engaged. He stated he attended the professional boundaries course and completed the required CMEs. He stated he has not been able to afford a practice monitor due to being dropped from insurance networks and thereby losing many patients. He stated he called Ms. Jones and was told he needed to comply with the Order.

Dr. Reiss asked Dr. Morales if he was calling his sponsor every day and what else was he doing to enrich his program. Dr. Morales stated his sponsor stopped taking his texts after a while. The Board expressed to Dr. Morales that it was imperative he comply with all terms of the Board Order. Dr. Morales expressed willingness to do this. Dr. Reiss recommended continuing the case for three months and see where the respondent's program is at that time. The Board reiterated to Dr. Morales that he is responsible to fulfill the requirements of the Board Order and prove to the Board that things are really turned around in November.

The Board continued this case until the November 2013 Board meeting.

L. Semone Rochlin, DO Case No. DO-12-1080A License No. 4462

The case was postponed.

M. Kenneth Pettit, DO Case No. DO-12-0084A License No. 3344

Dr. Pettit was present with attorney, Pete Fisher, and was sworn in by the court reporter. The Deputy Director reviewed the Medical Consultant's report. The complaint included allegations that a patient's medication levels and blood results were not appropriately monitored. Dr. Pettit answered the Board's questions. Dr. Pettit stated he has a new EMR system and new weekly follow up protocols are in place for patients on Coumadin. He stated he took a CME course on management protocols for Coumadin.

MOTION: Dr. Steingard moved for a non-disciplinary **LETTER OF CONCERN** and for Dr. Pettit to submit to the Board, within 90 days, a written protocol for handling Coumadin patients. Dr. Reiss seconded.

ROLL CALL VOTE: The motion carried 5-0.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	5	X		X	X	X	X	
NO	0							
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

N. David Izenberg, DO Case No. DO-13-0007A License No. 2253

Dr. Izenberg was present and was sworn in by the court reporter. The Deputy Director reviewed the Medical Consultant's report. The complaint from a pharmacist included allegations that medications were being improperly prescribed. Dr. Izenberg answered the Board's questions. After discussion and consideration, it was determined there was no violation of statute or rule.

The Board directed staff to refer this case to the Pharmacy Board for the conduct of the pharmacist who was demanding copies of medical records.

MOTION: Dr. Reiss moved for **DISMISSAL**. Dr. Steingard seconded.

ROLL CALL VOTE: The motion carried 5-0.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	5	X		X	X	X	X	
NO	0							
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

7. REVIEW, DISCUSSION, AND ADOPTION OF PROPOSED CONSENT AGREEMENT FOR SURRENDER OF LICENSE

A. Christian Schlicht, DO Case No. DO-13-0066A License No. 005122

Dr. Schlicht was not present. The Executive Director reviewed the Case. The complaint resulted from actions taken against the doctor’s license by the military and another state. When the doctor responded, he requested to surrender his license.

MOTION: Dr. Sabeeh moved to accept the proposed Consent Agreement for surrender of Dr. Schlicht’s license. Mr. Landau seconded.

ROLL CALL VOTE: The motion carried 5-0.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	5	X		X	X	X	X	
NO	0							
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

At 4:05 p.m. the Board recessed to speak with the medical students attending the meeting and to dismiss them. The Board returned to Open Session at 4:45 p.m.

8. 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. Steven Locnikar, DO Case No. DO-10-0022A License No. 005284

Dr. Locnikar was present with attorney, Thomas Connelly. The Executive Director reviewed Dr. Locknikar’s request for modification of the Order to remove the practice restriction to do surgery. Dr. Reiss requested background information regarding this restriction. The Deputy Director provided a brief history. Dr. Locnikar and Mr. Connelly answered the Board’s questions.

MOTION: Mr. Landau moved to modify the current Order by lifting terms 2 (a) and 2 (b) from the probationary terms. Dr. Reiss seconded.

ROLL CALL VOTE: The motion carried 4-1-0-2. Dr. Sabeeh opposed.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	5	X		X	X	X		
NO	0						X	
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

B. Donald Sansom, DO Case No. DO-12-0065A License No. 2995

Dr. Sansom was present. The Executive Director reviewed the case. He requested that the Board change the wording of the practice restriction and lift the limitation of working no more than twenty hours per week.

MOTION: Dr. Reiss moved to modify the Order by removing the wording that he was limited to Urgent Care but would still state he cannot practice anesthesia and delete provision 1(b) from the Order. Mr. Fiegen seconded.

ROLL CALL VOTE: The motion carried 5-0.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	5	X		X	X	X	X	
NO	0							
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

9. 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. Christopher Laseter, DO Case No. DO-13-0090A Application No. 006066

Dr. Laseter was present with attorney, Gary B. Strickland. The Executive Director reviewed the application. The application included an affirmative answer to previous disciplinary action in another state. Dr. Laseter answered the Board's questions.

MOTION: Dr. Reiss moved to approve Dr. Laseter's application for licensure. Dr. Sabeeh seconded.

ROLL CALL VOTE: The motion carried 4-1-0-2. Mr. Fiegen opposed.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	5	X			X	X	X	

NO	0			X				
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

B. Philip Creps, DO

Case No. DO-13-0123A

Application No. 006166

Dr. Creps was present. The Executive Director reviewed the application. The application included an affirmative answer to previous disciplinary action in another state. Dr. Creps answered the Board's questions.

MOTION: Dr. Reiss moved to approve Dr. Creps' application for licensure. Dr. Steingard seconded.

ROLL CALL VOTE: The motion carried 5-0-0-2.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	5	X		X	X	X	X	
NO	0							
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

10. REPORTS FROM EXECUTIVE DIRECTOR, BOARD MEMBERS, and ASST ATTORNEY GENERAL

- A. Report on ED Dismissed Complaints
 Ms. Jones reported that eight (8) cases were closed between June 18, 2013 and July 14, 2013. A report with the statutory requirements was provided to the Board.
- B. President & Board Member reports
 Mr. Landau reported that the Federation of State Medical Boards (FSMB) nominations committee would be looking for applicants to serve on the FSMB.
 Dr. Steingard asked staff to look into funding for members to attend next year's meeting since it will be in Denver.
- C. Board may review, discuss and take action on continuing medical education (CME) audit results.
 After discussion and consideration, no action was taken. Maintenance of Licensure is being addressed in many states and may change how all of the CME is accounted for.
- D. Executive Director Report
 - 1. Budget
 The end of the year (FY13) budget numbers were provided to the Board members.
 - 2. Rules/Statutes
 Ms. Jones stated that the Rules committee will be meeting to discuss rule changes.
- E. Board may review, discuss and volunteer for Statutes committee.
 Mr. Fiegen, Mr. Landau and Dr. Sabeeh volunteered to serve on the committee to review and present possible modifications or additions to the statutes. Ms. Galvin was asked provide legal advice to the committee.
- F. Board may review, discuss and take action on adoption of criteria for standardization of outside medical consultants and reports.
 The Board approved the abbreviated form with numbers 1 through 5 to be included in the reports from Outside Medical Consultants. The items covering actual harm identified, potential harm identified, aggravating factors and mitigating factors could be optional, or included if necessary or applicable. They are not applicable to each case. It

was also suggested that staff add a statement that addresses the OMC has no conflict of interest in reviewing the case.

The Board also adopted the qualifications for an OMC to have the following:

1. Minimum of 5 years in practice,
2. No prior disciplinary action(s), and
3. No pending complaints.

- G. Board may review, discuss and take possible action regarding the performance evaluation of Executive Director to include a discussion and possible action relating to a potential salary increase.

The Board entered Executive Session at 6:25 p.m. to discuss personnel matters. The Board returned to open session at 7:04 p.m.

Motion: Dr. Sabeeh moved to approve a pay increase for the Executive Director for the percentage discussed during Executive Session, to investigate and seek reclassification to an E2 level, if applicable, and to make the pay increase retroactive to April 2013, if possible. Mr. Landau seconded.

ROLL CALL VOTE: The motion carried 5-0.

	Vote	Dr. Steingard	Dr. Cunningham	Mr. Fiegen	Mr. Landau	Dr. Reiss	Dr. Sabeeh	Dr. Ward
YES	5	X		X	X	X	X	
NO	0							
ABSTAIN/RECUSE	0							
ABSENT	2		X					X

- H. Board may review, discuss and take action on revised policy regarding Application Procedures for Doctors Re-entering Practice (originally dated 7/18/09).
 The proposed revision was approved with the modification of the fourth paragraph to make it more clear about the differences in CME types.

11. ADJOURNMENT

The meeting adjourned at 7:25 p.m.