

**BOARD OF PHYSICAL THERAPY
MINUTES**

DATE: November 16, 2018

TIME: 9:00 a.m. C.D.T

LOCATION: 665 Mainstream Drive
Iris Conference Room, 1st Floor
Nashville, TN 37243

MEMBERS PRESENT: David Harris, PTA, Chair
LeAnn Childress, PT
Ronald Barredo, DPT
Kelly O'Connor, Consumer
David Finch, DPT, Secretary

STAFF PRESENT: Michael Sobowale, Unit Director
Mary Webb, Unit Manager
Haley Engle, Board Administrator
Lara Gill, Office of General Counsel
Rachael Foutch, Office of Investigations
Noranda French, Finance Officer

Guests: Nicholas Batson
Cynthia Batson
Alan Meade, Tennessee Physical Therapy Association
Aimee Thomas
Donna Chisholm
Sarah Lancaster
JoAnne Bailey
Dhwani Soni
Laura Ann Shafer
Cathy Hinton, Tennessee Physical Therapy Association
Nidhita Sharma

I. Call to Order

A roll call of board members and administrative staff present was taken. With a quorum present, Mr. Harris called the meeting to order at 9:06 a.m. Central Time.

II. Approval of Minutes

After review and discussion by the board, a motion was made by Ms. O'Connor to approve the August 10th Board meeting minutes with small corrections. Motion was seconded by Mr. Finch. The motion carried. Ms. O'Connor made a motion, seconded by Dr. Barredo, to approve the August 10th special meeting minutes as written. The motion carried. Dr. Barredo made a motion, seconded Ms. Childress, to amend the language in the August 24th taskforce minutes. The motion carried. Ms. O'Connor made a motion, seconded by Mr. Finch, to approve the taskforce minutes as amended. The motion carried.

III. Report from Office of General Counsel

Lara Gill, board advisory attorney, presented the report from the Office of General Counsel as follows:

Conflict of Interest

MS. Gill reminded Board members of the Board's conflict of interest policy. If a member has any personal or financial interest which might appear to be a conflict of interest, whether it relates to a contested case, a rulemaking issue, or any other Board decision, that fact should be shared with the Board so that a decision may be made regarding the need for recusal.

Litigation

There are currently no pending appeals from the Board on any disciplinary action and no civil suits to discuss. As of November 1st, 2018, the Office of General Counsel has sixteen open cases pertaining to the Board of Physical Therapy. Five of these cases are against physical therapists, while the remaining eleven cases are against physical therapist assistants.

Legislation

New legislation includes the Sports Medicine License Clarity Act, which aims to allow states to honor the credentials of sports medicine professionals traveling with teams outside of their home states.

Contested Cases

There was no contested case.

Consent Order(s)

Dustin C. Rich, PT - Ms. Gill presented a Consent Order on Dustin C. Rich, PT #10312. Mr. Rich was found guilty of forging treatment records that were billed but did not occur and of fraud or deceit in practice.

After review, Ms. Childress made a motion, seconded by Dr. Barredo, to approve the Consent Order with small corrections. The motion carried.

Agreed Order(s)

Tracy Mullins, PT - Ms. Gill presented an Agreed Order signed by Tracy Mullins, PT #4729. Licensee was found guilty of inappropriate conduct; failing to adhere to standards of ethics of the physical therapy profession. After review, Dr. Barredo made a motion, seconded by Mr. Finch, to approve the Agreed Order with small corrections. The motion carried.

Order(s) of Compliance

Donna Chisolm, PTA – Ms. Gill presented a petition for an Order of Compliance on Donna Chisolm, PTA #2622. Ms. Chisolm signed a Consent Order dated November 18, 2016 which placed her license on suspension. She was also required to comply with certain other restrictions on her license in order to have the suspension lifted. After review, Dr. Barredo made a motion, seconded by Ms. Childress, to approve the Order of Compliance as presented. The motion carried.

Aimee Thomas, PTA – Ms. Gill presented an Order of Compliance on Aimee Thomas, PTA #4696. Ms. Thomas signed a Consent Order dated August 11, 2017 which placed her license on probation for a period of not less than one (1) year and until such a time that she was able to comply with other license restrictions. After review, Mr. Finch made a motion, seconded by Ms. O'Connor, to approve the Order of Compliance as presented. The motion carried.

E. Request(s) for Order of Modification

There was no request for Order of Modification.

III. Investigative/Disciplinary Reports

Rachael Foutch, disciplinary coordinator in the Office of Investigations presented the investigative report. In 2018, the Office of Investigations has received twenty six (26) complaints regarding physical therapists. They have closed twenty three (23) complaints and still have eighteen (18) open complaints remaining, which are in the process of being reviewed. The Office of Investigations has also received seven (7) complaints regarding physical therapist assistants in 2018, with ten (10) complaints being closed and six (6) complaints remaining open and under review.

A report on currently monitored disciplined practitioners will be presented at the next meeting.

IV. Report from the Division of Health Licensure and Regulation

Noranda French, financial officer with the Division of Health Licensure and Regulation presented the board's Year End report for fiscal year 2018. For 2018, total direct expenditures closed at \$138, 634.17, total allocated expenditures closed at \$142, 955.37, for a total expenditure in the amount of \$281,589.54. The Board generated revenue in the amount of \$425,714.44, giving the Board a current fiscal year net of \$144,124.90. The Board has a total cumulative carryover of \$556,887.42.

VI. Applicant Interviews/Reviews

A. Provisional License – Internationally-Trained

1. **Nidhita Sharma, PT** – Ms. Sharma's file was presented to the Board for review. She was requesting a provisional license as a foreign-educated applicant. After review and discussion, Dr. Barredo made a motion, seconded by Ms. O'Connor, to approve Ms. Sharma for provisional licensure contingent upon completion of the four hundred and eighty (480) supervised hours requirement, to be completed within 1 year. The motion carried.
2. **Lyndsay Pawlikowski, PT** – Ms. Pawlikowski's file was presented to the Board for review. She was requesting a full license after completion of her provisional license requirements as a foreign-educated applicant. After review and discussion, Dr. Barredo made a motion, seconded by Mr. Finch, to grant Ms. Pawlikowski full licensure. The motion carried.
3. **Lorraine McCormick, PT** - Ms. McCormick's file was presented to the Board for review. She was requesting a provisional license as a foreign-educated applicant. After review and discussion, Dr. Barredo made a motion, seconded by Mr. Finch, to approve Ms. McCormick for provisional licensure contingent upon completion of the four hundred and eighty (480) supervised hours requirement, to be completed within 1 year. The motion carried.
4. **Dhwani Soni, PTA** – Ms. Soni's file was presented to the Board for review. She was requesting a full license after completion of her provisional license requirements as a foreign-educated applicant. After review and discussion, Mr. Finch made a motion, seconded by Leann Childress, to grant Ms. Soni full licensure. The motion carried.

B. Initial Application

1. **Nicholas Batson, PT** – Mr. Batson's file was presented to the Board for review due to adverse action indicated on his criminal background check and out-of-state discipline on his PT license in the State of Illinois. Mr. Batson was applying for a license by

reciprocity. After review and discussion, a motion was made by Ms. O'Connor, and seconded by Dr. Barredo, to table the application until the next meeting pending receipt of additional documentation requested by the Board. Mr. Batson was also requested to appear at the next board meeting. The motion carried.

2. **Taylor Kurtz, PT** – Mr. Kurtz requested a telephone interview with the Board regarding his application for physical therapist licensure due to indication of past convictions on his criminal background check. During his interview, Mr. Kurtz made the decision to withdraw his application for licensure in Tennessee. Pursuant to his request, Mr. Finch made a motion, seconded by Ms. O'Connor, to grant Mr. Kurtz's request to withdraw his application for licensure. The motion carried.
3. **Erick Alvarez, PT** – Mr. Alvarez requested a telephone interview with the Board regarding his application for physical therapist licensure. His criminal background check revealed multiple past convictions. During his interview, Mr. Alvarez elected to withdraw his application for licensure in Tennessee. Pursuant to his request, Ms. Childress made a motion, seconded by Ms. O'Connor, to grant Mr. Alvarez's request to withdraw his application for licensure. The motion carried.
4. **Donald Penny, PTA** – Mr. Penny requested a telephone interview with the Board regarding his application for physical therapist assistant licensure. His criminal background check revealed a conviction for Driving under the Influence (DUI) in the State of California. After explanation of the incident that required his interview at this meeting, Mr. Finch made a motion to table his application pending submission of proof of compliance with the legal requirements in the State of California. The motion was seconded by Dr. Barredo. Motion carried.

C. License Reinstatement

1. **Laura Shafer, PT #1112** – Ms. Shafer's application for license reinstatement was presented to the board for a decision due to not having practiced physical therapy in over three (3) years. Ms. Shafer was present for an interview. After discussion, Ms. O'Connor made a motion, seconded by Dr. Barredo, to approve Ms. Shafer for license reinstatement, contingent upon completion of an additional nineteen (19) CE hours. The motion carried.
2. **Patricia Bailey, PTA #2798** – Ms. Bailey's application for license reinstatement was presented to the board for a decision due to having retired her license for more than three (3) years prior to applying for reinstatement. Ms. Bailey was present for an interview. After discussion, Mr. Finch made a motion, seconded by Ms. Childress, to grant Ms. Bailey a provisional license to practice under the supervision of a Tennessee licensed physical therapist for four hundred and eighty (480) hours prior to being reinstated to a full license. The motion carried.

3. **Sarah Lancaster, PTA #4292** - Ms. Lancaster's application for license reinstatement was presented to the board for a decision due to her physical therapist license being expired for over three (3) years prior to applying for reinstatement. Ms. Lancaster was present for an interview. After discussion, Dr. Barredo made a motion, seconded by Mr. Finch, to approve Ms. Lancaster for a provisional license to practice under the supervision of a Tennessee licensed physical therapist for four hundred and eighty (480) hours prior to being reinstated to a full license. The motion carried.

VII. Tennessee Professional Assistance Program (TnPAP) Report

Elaine Eaton, Administrative Director for TnPAP presented a report dated July 1, 2018 to September 30, 2018 to the board as follows: TnPAP is currently monitoring seven individuals- three (3) physical therapists and four (4) physical therapist assistants. Regarding the physical therapists, one (1) is under a Board order while the remaining two (2) are being monitored on a non-regulatory basis. All four (4) physical therapists assistants are under a Board order. There was one referral during this time period. No monitoring agreements were signed in this time period. Two files were closed, one being a physical therapist and the other being a physical therapist assistant. Both successfully completed the program.

VIII. Ratification of Initial Determinations

Ms. Childress made a motion, seconded by Dr. Barredo, to approve the following list of PT/PTA initial, reinstatement, and closed applications presented as follows:

CPT	Avila John Emmanuel Podelino
CPT	Hutto Hillary Leanne
PT	Adams Kara Mrs.
PT	Allison Micah Dr.
PT	Bagley Rebecca
PT	Bailey Leah
PT	Baker Kristopher Ryan
PT	Bankard Scott Benet
PT	Barbeau Andrew
PT	Bearman Emory
PT	Beavers Christopher A
PT	Beets Kayla Dougherty
PT	Behrouz Shaheen DPT
PT	Bologna Angelo
PT	Bowden Mary Alicia
PT	Bruce Amberly
PT	Burkholder Brittany Morgan Dr.
PT	Burns Alexander

PT Burton Hannah Trimble
PT Cantrell Kimberly Street
PT Chidester Margaret Grace
PT Cluesman Chelsea Marie
PT Clutts Trisha Paige
PT Colbert Malcolm Nicodemus III
PT Covington Sarah Elizabeth DPT
PT Cox Adam Christopher
PT Cox Jouan
PT Crow Miranda Charlotte
PT Curtis Kristen Brimer**
PT Daniels Tayler Mae
PT Davis Dana Selene
PT Doughty Laura
PT Dovensky Emily Lynn
PT Drzyzga Courtney Lynn**
PT Dunbar Candice Dr.
PT Durham Demmie Mrs.
PT Duvall Robert Vaughan Jr Dr
PT Dzialo Timothy
PT Eck Marsha Leigh
PT Edson Graham
PT Edwards Douglas Chase Mr.
PT Edwards Raven Simone Ms
PT Farley Ethan Louis
PT Felts Sheldon
PT Fields Sarah Crook Dr
PT Fila Andrew Mr.
PT Flouras Anna Nicole
PT French Arin Anderson Dr.
PT Gallione Jennifer Marie
PT Gensheimer Colleen Mrs.
PT George Kathryn
PT Gerbig Marycharlotte Turner
PT Glymph Kelly Dr.
PT Goode Li Yin Chin
PT Hall Chelsea Brooke
PT Hammett Sarah
PT Hangeland Kelsey
PT Hardiek Lexis
PT Harrington Mary Jane
PT Harris Emily Lauren

PT Haslett-Rogers Cassandra Marie Mrs.
PT Hayes Kacie McClendon
PT Haynes Mary Vandevender
PT Helfst Frank
PT Heming Douglas Jay**
PT Henault Michelle Dr.
PT Henry Travis
PT Hergott Jessica
PT Hill Tyler
PT Hoeflein Christopher Thurman**
PT Holmes Kristen Janae
PT Hood Laken
PT Horner Whitney D.
PT Hovde Kevin Baeker
PT Hudgins David Ronald III Mr.
PT Huitt Jacob Chase
PT Iaccarino Phillip Iaccarino
PT Jarocki Kathleen M Mrs.
PT Johnson Elizabeth Ashley
PT Jones Emily Denise
PT Joyce Danielle Marie
PT Karpovitz Shannon Lynn Dr.
PT Keim Susan
PT Kothe Caitlin Elizabeth
PT Koulos Moli Ann
PT Labovich Susan
PT Lambert Grayson
PT Lancaster Candice May
PT Leonard Robert Anthony Mr.
PT Lesniak Eric
PT Linz James David Mr
PT Lipsky Lindsay
PT Louden Robin Dianne DPT
PT Lovett Jared
PT Lydon Kayla Marie Ms.
PT Martino Maria L
PT Mccallum Joshua John Mr
PT Mcintire Shelby
PT Mcleod Madison
PT Miller Maggie
PT Minard Jessica
PT Mitchell Jennifer

PT Moore Griffin Alexander Mr.
PT Morris John Joseph
PT Mulder Karen Ms
PT Neri Lindsey
PT Nielsen Bethaney
PT Oetter Eric Campbell
PT Ortiz Susanne Marie**
PT Osborne Whitney Lashae
PT Ostrand Elizabeth Torsella
PT Owen Abigail Rehbein
PT Panepucci Chris
PT Parks Barbara Jane
PT Patchen Sarah
PT Perkins Kyle Preston Dr.
PT Peters Dylan
PT Pfladderer Rylie
PT Polhill Drew
PT Polhill Hannah Dulcey Clark
PT Punke Gabe Dr.
PT Quarles Megan Witherow Dr
PT Racinski Kirsten Anne
PT Rhoades Laura Elizabeth
PT Russell William Cody Dr.
PT Sachs Benjamin Joseph
PT Satterfield Iv Bart Nathaniel
PT Schmidt Rachel
PT Schraer Alexandra
PT Sellers Lauren Amy
PT Sexton Zachary
PT Shultz Caroline Melissa**
PT Silvers Mitchell
PT Skelton Taylor Ann
PT Slifka Raymond Mike
PT Smith Eric Michael Dr.
PT Smith Joseph Jack**
PT Springer Morgan Lane
PT Stern Martin Brennan Jr Dr.
PT Stone Catherine Oehmig
PT Swager Melanie
PT Swierzynski Eric
PT Thompson Bonnie
PT Turner Mitchell

PT Wahlman Benjamin John
PT Warwick Heather Sellers
PT Weems Mekenzie
PT Weir Jeffrey Christopher Mr.
PT Wickliff Daniel Glenn
PT Williams Lauren E Ms.
PT Williams Tiawanna Latrelle**
PT Wolfe Rachel Michele
PT Woodward Daniel Robert Dr.

CPTA Green Brody Mitchell
CPTA Hollis Tori Lynnette
CPTA Hughes Antonio
CPTA Morgan Adeanna
PTA Adair Karly Madison PTA
PTA Agravante Andrew Cosep
PTA Alley Ashley Marie
PTA Allison Addie
PTA Armstrong Terry Lewis JR.**
PTA Betts Lamarcus O'Neal
PTA Bockmon Amy
PTA Bolick Daniel Albert PTA
PTA Boshears Crystal Mrs.
PTA Boudier Megan PTA
PTA Bowling Samantha Nicole
PTA Brandon Jada Alexis
PTA Branson Delisa Rene'**
PTA Bugh Megan Wilson
PTA Burden Anna Veatta
PTA Childs Kate E. Mrs.
PTA Cleary Megan
PTA Compton Amanda Leighton
PTA Demann Carlie Elizabeth PTA
PTA Dively Amanda Scruggs
PTA Eichenberg Kenzie Ann PTA
PTA Esham Vesta Ms
PTA Freeman Gelsey Dawn
PTA French Jessica Anne
PTA Fuhrmann Samantha
PTA Gaylord Jennifer Leann
PTA Geissler Lisa Angela Ms

PTA Gobbell Kathrynne Marie PTA
PTA Guay Julie Ann**
PTA Gwaltney Austin Samuel PTA
PTA Harder Kevin G
PTA Hatfield-Partin Cierra
PTA Haycraft Preston Lynn PTA
PTA Head Courtney Michelle PTA
PTA Hebert Tiara
PTA Hensley Terraile Dante na na
PTA Hickman Rebecca Sallie
PTA Hodges Toyshawn Deanna
PTA Holliman Sydney
PTA Hopson Kathrine Suzanne
PTA Hunt Riley Savannah
PTA Insalaco Amanda
PTA Johnson Grace
PTA Kidd Coy Daniel
PTA Kistner Hillary Danae
PTA Lash Katherine Ann**
PTA Levander Summer Knotts**
PTA Logan Aresa Miss
PTA Lyell Jamie PTA
PTA Matlock Walter Scott
PTA Maycann Patrick PTA
PTA Mcdougal James
PTA Mckinney Elizabeth Ann
PTA Mcmanaway Angela Sue
PTA Miller Casey Miller
PTA Morgante Molly
PTA Nelson Kelly Layne
PTA Olbina Haley Elizabeth
PTA Pacheco Larry Herman
PTA Peete Chassidy Symone Mrs
PTA Peterson Sarah Ruth PTA
PTA Pickett Jessica
PTA Powers Cody
PTA Powers Tracy Ann Ms
PTA Rhodenbaugh Richard J II
PTA Richardson Ethan
PTA Rollins Ashley Grace
PTA Romero Bravo Yesenia
PTA Salley Tiffany

PTA	Scott Jacob Wilson PTA
PTA	Scott Mary Beth Mrs.
PTA	Sharp Cailey Mariah PTA
PTA	Smith David Colton**
PTA	Smith Stephanie Elaine
PTA	Stamps Angela Wright**
PTA	Steele Amy Brooke
PTA	Stewart Mary Hannah
PTA	Swaim Brittany
PTA	Tate Julie
PTA	Taylor Mark
PTA	Taylor Miah Alysse
PTA	Tritle Deborah PTA
PTA	Walther Chad Taylor
PTA	Watson Kristen P PTA
PTA	Wehner Katelyn Joy
PTA	West Rusty James
PTA	West Travis Cruise
PTA	White Suzanne
PTA	Wilbur Glenn Alan
PTA	Williams Kerri Marie PTA
PTA	Yanes Elena English PTA

Cypher Katelyn Elizabeth***
 Lovorn Denise Charnea***
 Rathod Kuldipsinh V***
 Cline Brittany Mcdaniel***
 Lee Lisa Taylor***
 Reynolds Kelly Lyn***
 Roberson Brittany Lynn***
 Wiesehan Andrew Scott***

**FOR THE PURPOSES OF THIS LIST, NAMES WITH TWO ASTERICKS
 INDICATE REINSTATEMENTS, WHILE NAMES WITH THREE ASTERICKS INDICATE CLOSED FILES.**

The motion carried.

IX. Administrative Report

Haley Engle presented the following administrator’s report:

A. Statistical Report

In total, there are 5,839 active Physical Therapists and 3,863 active Physical Therapist Assistants as of November 13, 2018.

B. Licensing activities total from August 8, 2018 through November 13, 2018:

Physical Therapists

- New Applications Received - 91
- New Licenses Issued— 153
- Reinstated— 4
- Retired – 16
- Expired – 48
- Closed – 3
- New PT Compact- 3
- Renewals—440 (total) as follows:

440-paper
0-online

Physical Therapist Assistants

- New Applications Received - 40
- New Licenses Issued— 95
- Reinstated— 6
- Retired- 10
- Expired -29
- Closed – 5
- New PTA Compact- 4
- Renewals— 80 (total) as follows:

312-paper
0 -online

C. 2018 Continuing Education Audit Report

Physical Therapists:

Licenses Audited: 62

Licensees Compliant: 60 (97%)

Licenses Non-Compliant: 2 (4%)

Physical Therapist Assistants:

Licenses Audited: 40

Licenses Compliant: 30 (75%)

Licenses Non-Compliant: 10 (25%)

Non-Compliance Breakdown:

6 Licenses deficient in total number of CE hours required

4 Licenses failed to contact Compliance Unit following second notice of audit

Unit Director's Report

Agreed citation

A. Tiawanna Williams, PT #10477 - Mr. Sobowale presented an Agreed Citation on Tiawanna Williams. Ms. Williams failed to renew her license and practiced on an expired license for approximately four (4) months, beginning April 1, 2018 to on or about July 31, 2018. Ms. Williams agreed to pay seven hundred and fifty (\$750.00) as civil penalty for this violation. Ms. Williams also agreed that this violation will be reported indefinitely on the Health Department's website. After review, Dr. Barredo made a motion, seconded by Mr. Finch, to accept the Agreed Citation as presented. The motion carried.

X. Correspondence

A. Tandra Standback, PTA #6308 – Ms. Standback wrote to the Board requesting an extension to complete her continuing education requirements due to a medical issue. After discussion, Mr. Finch made a motion, seconded by Ms. O'Connor, to allow Ms. Standback until December 31, 2018 to obtain her remaining CE hours. The motion carried.

B. Dry Needling Course Provider Approval – Manual Physical Therapy Alliance (Foundations of Dynamic Integrative Needling Systems (DINS - 1) - The Tennessee Physical Therapy Association (TPTA) submitted a recommendation of approval to the Board for the dry-needling course submitted to it by Manual Physical Therapy Alliance. After review and discussion by the board, a motion was made by Mr. Finch, seconded by Ms. Childress, to approve Manual Physical Therapy Alliances an approved provider of Foundations of Integrative Needling Systems dry needling course, and add the name

of this course provider to the list of providers considered pre-approved by the board on the board's website. The motion carried.

- C. **Dry Needling Course Provider Approval – Total Motion Release Seminars (Master Dry Needling Level-2)** - The Tennessee Physical Therapy Association (TPTA) submitted a recommendation of approval to the Board for the dry-needling course submitted to it by Total Motion Release Seminars. After review and discussion by the board, a motion was made by Mr. Finch, seconded by Ms. Childress, to approve Total Motion Release Seminar as an approved provider of Master Dry Needling Level-2 course, and add the name of this course provider to the list of providers considered pre-approved by the board on the board's website. The motion carried.

- D. **MS Dry Needling Education, LLC** – This dry needling course provider has already been approved by the board. They submitted two (2) additional courses to the Tennessee Physical Therapy Association (TPTA) for review and recommendation to the board titled, "Implementing a Specialized Approach to Pain and Dysfunction Course One" and "Implementing a Specialized Approach to Pain and Dysfunction Course Two". TPTA submitted a recommendation of approval for both courses. After review and discussion by the board, a motion was made by Mr. Finch, seconded by Ms. Childress, to approve both courses submitted by this pre-approved course provider. The motion carried.

XI. Legislative Report

Alan Meade, TPTA Chapter President, informed the Board that the TPTA was continuing to compile their requests regarding updating language in the current Practice Act.

XII. Rulemaking Hearings, Rule Amendments and Policies

After discussion by the board and with the board's advisory attorney, it was determined that no action would be taken regarding proposed revision to the board's online CE course policy at this time.

XIII. Discuss New and Old Board Business

A. Re-entry to practice for license reinstatement applicants

After discussion by the board and administrative staff, it was determined that no action would be taken regarding license reinstatement requirements at this time.

B. FSBPT Annual Meeting

Mr. Sobowale provided a report on his attendance at the 2018 Federation of State Boards of Physical Therapy (FSBPT) Annual Meeting in Reston, Virginia. He discussed the new eligibility requirements of TOEFL and education equivalence for internationally-trained applicants which were discussed at the meeting. He also made the board aware that Tennessee has finally achieved a five (5) star rating in FSBPT's Exam, Licensure and Disciplinary Database (ELDD) as of October 2018. The board expressed their appreciation for administrative staff's effort for this achievement.

Adjournment

There being no further business, Ms. Childress moved to adjourn the meeting. Motion was seconded by Ms. O'Connor. The meeting was adjourned at 1:41 p.m. CDT.

David Harris, Board Chair

Date

These minutes were ratified by the board at the February 8, 2019 meeting.