



**BOARD MEETING MINUTES**  
**December 1, 2017**  
**Called to Order & Quorum Established at 10:05 a.m.**

**Members of the Board**

Michael Zapf, DPM, President  
 Judith Manzi, DPM, Vice-President  
 Darlene Trujillo Elliot, Secretary  
 Kristina Dixon, MBA  
 Neil B. Mansdorf, DPM

**Board of Podiatric Medicine**

**2005 Evergreen St.  
 Sacramento, CA 95815  
 Hearing Room #1150**

Action may be taken on any item listed on the agenda.

While the Board intends to webcast this meeting, it may not be possible to webcast the entire open meeting due to limitations on resources or technical difficulties.

Please see Meeting Information section for additional information on public participation.

Order of Items is Subject to Change

**AGENDA ITEMS**

**OPEN SESSION**

1. Call to Order & Establishment of Quorum.

KD	DE	NM	JM	MZ	MC
A	A	P	P	P	P

2. President's **Welcome**.

3. Public Comments on Items not on the Agenda

*Note: The Board may not discuss or take action on any matter raised during this public comment section, except to decide whether to place the matter on the agenda of a future meeting. [Government Code Sections 11125, 11125.7(a)]*

4. APPROVE Minutes of the Regular Board Meeting held on September 8, 2017.

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***"Boards are established to protect the people of California."***

***Section 101.6, B&P Code***

KD = K. Dixon	DE = D. Elliot	NM = N. Mansdorf
MZ = M. Zapf	JM = J. Manzi	MC = Maria Cadenas

LEGEND: Y = YES, N = NO, A = ABSENT, P = PRESENT, ABS = ABSTAIN, C = CONFLICT

Motion by Board Member Manzi to accept the Minutes with changes for the September 8, 2017 Meeting, however, due to the appointment of a new board member and a board member who was not present in September, there were not enough board members present to approve the September 8, 2017 Minutes and the matter is put over until the next Board Meeting.

**CLOSED SESSION:**

5. Pursuant to Government Code section 11126(c)(3), the Board went into closed session to deliberate on Disciplinary Action and Decisions to be Reached in Administrative Procedure Act Proceedings.

**OPEN SESSION:**

6. RECEIVE Update from the Deputy Director, Office of Board and Bureau Services, Department of Consumer Affairs – Christopher Castrillo.

Christopher Castrillo, Deputy Director, Office of Board and Bureau Services, Department of Consumer Affairs (DCA) provided an update as to board relations with the Board and DCA.

7. RECEIVE Update from California Podiatric Medical Association President – John Chisholm, DPM

John Chisholm, DPM, President of the California Podiatric Medical Association (CPMA), presented an update as to CPMA's activities.

8. RECEIVE from the Office of the Attorney General's Legal Process for Disciplinary Actions – Gloria L Castro, Senior Assistant Attorney General.

Gloria Castro, Senior Assistant Attorney General, and Emily Brinkman, Deputy Attorney General, presented information on the Attorney General's Legal Process for Disciplinary Actions.

9. RECEIVE and Approve Executive Officer's Report – Brian Naslund

A. Licensing Program Update: Andreia Damian

The Board reviewed and discussed the Licensing Report as presented by Ms. Damian.

B. Enforcement Program Update: Bethany DeAngelis

The Board reviewed and discussed the Enforcement Report as presented by Board Member Mansdorf

C. Legislative Program Update: Kathleen Cooper

The Board reviewed and discussed the Legislative Update as presented by Ms. Cooper.

Motion by Board Member Mansdorf to initiate legislation to have this Board's name changed from the "California Board of Podiatric Medicine" to the "Podiatric Medical Board of California."

KD	DE	NM	JM	MZ	MC
A	A	Y	Y	Y	Y

D. Public Education and Outreach Update – Kathleen Cooper

The Board reviewed and discussed the Public Education and Outreach Update as presented by Kathleen Cooper

E. Quarterly Budget Update: Karen Munoz, Budget Office

The Board reviewed and discussed the Quarterly Budget Report as presented by Kathleen Cooper.

F. Executive Management: Brian Naslund

The Board reviewed and discussed the Executive Management Report as presented by Brian Naslund and whether the Board should schedule three or four meetings per year.

Motion by Board Member Cadenas to continue to schedule Board Meetings four times per year.

KD	DE	NM	JM	MZ	MC
A	A	Y	ABS	Y	Y

Motion was made by Board Member Manzi to nominate the officers currently serving the Board as the Executive Board for another year.

KD	DE	NM	JM	MZ	MC
A	A	Y	Y	Y	Y

Motion by Board Member Manzi to have the Executive Management Committee consist of the President and the Vice President.

KD	DE	NM	JM	MZ	MC
A	A	Y	Y	Y	Y

Board Member Manzi made a motion to accept Items 8A, Licensing; 8B, Enforcement; 8C, Legislative; 8D Public Education; 8E, Budget Report; 8F, Executive Management Reports:

KD	DE	NM	JM	MZ	MC
A	A	Y	Y	Y	Y

APPROVED

11. Discussion and Action on Nominations for Board Officer Positions and Committee Appointments.

President Zapf stated that he will be appointing Board Members to Committees prior to the next Board Meeting.

12. CLOSED SESSION:

Pursuant to Government Code section 11126(a)(1), Evaluation of Performance of Executive Officer, the Board met in closed session to evaluate the performance of the Executive Officer.

13. OPEN SESSION:

14. Future Agenda Items and the Board Meeting Dates and Locations were discussed and proposed dates and locations were March 2<sup>nd</sup> in Pomona, June 1<sup>st</sup> in Sacramento, September 7<sup>th</sup> in Santa Clara, and December 7<sup>th</sup> in Sacramento.

Board Member Cadenas moved to accept 2018 Board Meeting Dates.

KD	DE	NM	JM	MZ	MC
A	A	Y	Y	Y	Y

APPROVED

Future items that were discussed included scheduling a presentation as to the profession of Podiatric Medicine and diabetes; the demographics of Podiatric Medical Doctors in the future; and the Board's Strategic Plan.

## 15. Adjournment

Board Member Mansdorf moved that the meeting be adjourned.

KD	DE	NM	JM	MZ	MC
A	A	Y	Y	Y	Y

APPROVED

MEETING ADJOURNED AT 2:30 pm.

ADJOURNMENT

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Prepared by: Kathleen Cooper

Approved on:

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Brian Naslund, Executive Officer