



**Members of the Board**

Carolyn McAloon, DPM,  
 President  
 Daniel Lee, DPM, Vice-  
 President  
 Maria Cadenas, MBA,  
 Secretary  
 Judith Manzi  
 Darlene Trujillo Elliot  
 Samantha Chang

**BOARD MEETING**

**February 23, 2023**

**Teleconference**

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

Agenda items may be taken out of order for meeting efficiency.

**MINUTES**

**OPEN SESSION**

I. Call to Order & Establishment of Quorum.

Board Member McAloon called the meeting to order at 10:10 a.m. Kathleen Cooper called roll, and a quorum was established.

CM	DL	MC	JM	DE	SC
P	P	P	P	P	P

II. President's Welcome.

Board Member McAloon welcomed the Board Members, staff, and all attendees.

III. Public Comments on Items Not on the Agenda.

None.

IV. Review and Approve October 20, 2022 Meeting Minutes. Board Member Lee moved and Board Member Elliot seconded, to approve the October 20, 2022 Minutes. The motion carried 6-0.

CM	DL	MC	JM	DE	SC
Y	Y	Y	Y	Y	Y

MC = M. Cadenas	DE = D. Elliot	DL = D. Lee
CM = C. McAloon	JM = J. Manzi	

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

V. Presentation From DCA Budget Office Regarding PMBC's Budget Presenter: Jennifer Tompkins

The Board received information from Jennifer Tompkins from DCA's Budget Office, regarding PMBC's current revenues and expenditures as well as the PMBC Fund Condition. The report indicated that the PMBC budget has been updated and expenditures and revenues are within budget expectations. There have been general salary and related staff expense increases and approximately 3% has been added in order to cover additional future increases. Board Members also discussed various line items and trends.

VI. Receive and Possible Action on Executive Officer's Report – Brian Naslund

A. Licensing Program Update – Carolyn McAloon, DPM

The Board received and reviewed information from Andreia Damien, Licensing Coordinator, and reviewed licensing statistics and renewals from the first and second quarter of FY 22-23. Processing efficiencies have increased with the use of BreEZe for automated licensing matters. This includes fictitious name permit (FNP) renewals, license verifications for permanent licensees, residents, duplicate licenses for FNPs, and FNP renewals now sent via postcard. Part III update includes statistics as outlined in the report and are within normal expectations. There was an issue with a licensee who was audited and there are questions regarding the sufficiency of documentation presented by the licensee. Board Member Lee moved and Board Member Manzi seconded, a motion to ask the licensee who was audited to submit documentation from Kent State University as to whether the content of the course of study complies with the California Business and Professions Code, Section 2496(g) as well as California Code of Regulations, Section 1399.675. These documents will be presented for review at the next Board Meeting. Motion passed 6-0.

CM	DL	MC	JM	DE	SC
Y	Y	Y	Y	Y	Y

B. Enforcement Program Update – Maria Cadenas, MBA

The Board received information from Bethany DeAngelis, Enforcement Coordinator, regarding enforcement data for the first and second quarters of FY 22-23. The report included information showing that there were 30 complaints in the first quarter and 28 in the second quarter. This is an increase, but within expectations. Field and investigation completion statistics are within the expected days to complete. Two cases were initiated in the fourth quarter and two final orders went into effect. The costs of investigations increased as sworn and nonsworn investigators had hourly rate increases. Disciplinary data is included and within expectations. PMBC currently has approximately 14 cases with the Attorney General's Office. Probation cost recovery is approximately \$11,000. There will be a consultant and expert program presentation which will hopefully result in future recruits and is scheduled for June 2023.

C. Legislative – Regulation Program Update – Daniel Lee, DPM

The Board received information from Kathleen Cooper, Legislative Analyst, regarding AB 826 Podiatric Continuing Medical Education (Chen). This bill will eliminate the additional medical education renewal requirements that were self-imposed by the PMBC Board over 25 years ago when there were two types of licensure for DPMs. Currently, all DPMs are surgically trained. There will still be three requirements for renewal which include completing 50 continuing medical education hours, remaining free of disciplinary actions, and paying all fees. The Board voted to make these changes at the 3.12.21 meeting. Additionally AB 365 MediCal – glucose monitors was also discussed. As far as the regulatory program, Disciplinary Guidelines are currently pending and this matter remains ongoing.

**D. Public Education Program Update – Darlene Trullio Elliot**

The Board received information from Kathleen Cooper, Administrative Analyst, regarding PMBC’s newsletter “Footnotes” for 2023. The next edition of Footnotes has been submitted to DCA for typesetting and printing. We will not be printing as many hard copies as we have in the past and it will be posted to the website. PMBC’s website continues to be updated regularly.

**E. Executive Management Update – Carolyn McAloon, DPM**

The Board received information from Board Member McAloon regarding the Committee positions for 2023. Board Member McAloon appointed Board Member Cadenas to serve on the Licensing Committee. Board Member McAloon appointed Board Member Chang to serve on the Legislative Committee. The PMBC Strategic Planning Mtg is scheduled within the next few weeks. Brian Naslund outlined the procedures for the meeting and it was encouraged that all participants review the environmental scan and all related materials prior to the meeting.

Board Member McAloon moved and Board Member Cadenas seconded, to accept the Executive Officer’s report including the Committee Reports including the changes made by staff. The motion passed 6-0.

CM	DL	MC	JM	DE	SC
Y	Y	Y	Y	Y	Y

VII. Future Agenda Items: Suggestions were made that PMBC attempt to invite experts in the podiatric field, including educators and other leaders regarding future statistics of DPM students and issues related to “parity” and other trends.

MEETING ADJOURNED AT 12:23 pm

Approved on:

---

Brian Naslund, Executive Officer