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**DEPARTMENT OF HEALTH
MEDICAL QUALITY ASSURANCE
BOARD OF ORTHOTISTS & PROSTHETISTS**

**MINUTES
GENERAL BUSINESS MEETING
by TELEPHONE CONFERENCE
4052 Bald Cypress Way
Tallahassee, FL**

March 6, 2012

13 **CALL TO ORDER:**

14 Mr. Ronald Gingras, Chairman, called the meeting to order at 9:03 a.m. Those present
15 for all or part of the meeting included the following:

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17 **MEMBERS PRESENT:**

18 Ronald Gingras, Chair
19 Steven Mersch, Vice-Chair
20 Hugh Panton
21 Tommy Chmielewski

22
23 **MEMBERS NOT PRESENT:**

24 Erik Nilssen, M.D. (excused)

25
26 **STAFF PRESENT:**

27 Sharon Guilford, Program Operations Administrator
28 Michele Jackson, Regulatory Supervisor/Consultant
29 Keri Meany, Regulatory Specialist II

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31 **BOARD COUNSEL:**

32 David Flynn, Assistant Attorney General
33 Office of Attorney General

34
35 **APPROVAL OF CONTINUING EDUCATION COURSE – Florida Association for
36 Orthotists and Prosthetists**

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38 **Mr. Gingras moved to approve the Medical Errors and Omissions with Record
39 Keeping for the O&P Profession, Infection Control/HIV/AIDS for the O&P
40 Profession, and Florida O&P licensure Law. The motion was seconded and
41 carried 4/0.**

42
43 Mr. Chmielewski requested more information on the process when a provider applies for
44 continuing education approval.

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46 The board staff stated that a brief overview will be presented at the March 30th meeting.

47
48 **NEXT MEETING DATE – March 30th – Tallahassee**

49
50 **ADJOURNMENT:**

51 There being no further business to come before the board, the meeting adjourned.