

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25

COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE  
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

**F I N A L M I N U T E S**

MEETING OF:

**STATE BOARD OF PHYSICAL THERAPY**

TIME: 10:30 A.M.

Held at

**PENNSYLVANIA DEPARTMENT OF STATE**

2525 North 7th Street

CoPA HUB, Eaton Conference Room

Harrisburg, Pennsylvania 17110

as well as

**VIA MICROSOFT TEAMS**

November 14, 2024



\*\*\*

State Board of Physical Therapy

November 14, 2024

\*\*\*

[Pursuant to Section 708(a)(5) of the Sunshine Act, at 9:30 a.m. the Board entered into Executive Session with Sean C. Barrett, Esquire, Board Counsel, for the purpose of conducting quasi-judicial deliberations on a number of matters currently pending before the Board and to receive advice of counsel. The Board returned to open session at 10:30 a.m.]

\*\*\*

The regularly scheduled meeting of the State Board of Physical Therapy was held on Thursday, November 14, 2024.

\*\*\*

Official Call to Order

[Geraldine M. Grzybek, PT, GCS, Chairperson, called the meeting to order at 10:31 a.m.]

\*\*\*

Roll Call of Board Members

[Geraldine M. Grzybek, PT, GCS, Chairperson, provided a roll call of Board members. A quorum was noted to be present.]

\*\*\*

1 Introduction of Attendees

2 [Michelle Roberts, Board Administrator, provided an  
3 introduction of attendees.]

4 \*\*\*

5 Approval of minutes of the October 3, 2024 meeting

6 CHAIR GRZYBEK:

7 I'm sure you've had the opportunity to  
8 review the Minutes, are there any  
9 questions or comments regarding the  
10 minutes?

11 [The Board discussed corrections to the Minutes.]

12 CHAIR GRZYBEK:

13 Does anyone else have any corrections?  
14 Hearing none, may I have a motion to  
15 approve the Minutes as amended?

16 MS. MACKELL:

17 So moved.

18 MR. ROBB:

19 Second.

20 CHAIR GRZYBEK:

21 It's been moved and seconded to approve  
22 the Minutes of October 3rd as amended.

23 We'll do a roll call vote. Please  
24 signify by saying aye.

25

1                   Grzybek, aye; Eaton, abstention;  
2                   Bonacci, abstain; Mackell, aye; Robb,  
3                   aye; Ruby, aye; Steele, aye; Werner,  
4                   aye; Wolfe, aye.

5 [The motion carried. Mr. Eaton and Dr. Bonacci,  
6 abstained from voting on the motion.]

7   \*\*\*

8 Report of Board Prosecution

9 [William A. Newport, Esquire, Board Prosecutor,  
10 presented Item No. 2, Consent Agreement and Order for  
11 Case No. 24-65-010445.]

12   \*\*\*

13 MR. BARRETT:

14                   Based on the presentation of  
15                   Prosecution, does any Board member wish  
16                   to re-enter Executive Session for  
17                   further deliberations?

18                                   So based on Executive Session  
19                   deliberations, at Item No. 2 on the  
20                   agenda, Case No. 24-65-010445, I  
21                   believe the Board Chair would entertain  
22                   a motion to approve the Consent  
23                   Agreement

24 CHAIR GRZYBEK:

25                   Is there a motion?

1 MS. MACKELL:

2 So moved.

3 CHAIR GRZYBEK:

4 Is there a second?

5 MR. ROBB:

6 Second.

7 CHAIR GRZYBEK:

8 Any further discussion? Hearing none.

9 We'll go for the vote.

10

11 Grzybek, aye; Eaton, aye; Bonacci, aye;

12 Mackell, aye; Robb, aye; Ruby, aye;

13 Steele, aye; Werner, aye; Wolfe, aye.

14 [The motion carried unanimously. The Respondent's

15 name for Case No. 24-65-010445 is Bonnie Louise

16 Gingrich, PTA.]

17

\*\*\*

18 Appointment - Budget Presentation

19 (Amanda Richards, Fiscal Supervisor for the Bureau of

20 Finance and Procurement, Department of State,

21 presented the Board's annual budget.

22 She stated the average license count renewal for

23 2022 and 2023 was approximately 27,576. The current

24 renewal period for FY '23-'24 and '24-'25 had an

25 average license population of 28,977, an increase of

1 1401 licensees or a 5.1 percent increase.

2       Additionally, Ms. Richards noted no change to  
3 renewal fees. She conveyed to the Board the total  
4 biannual revenue, and 95.2 percent comes from  
5 renewals and applications. She stated this cannot be  
6 counted on as a consistent form of revenue guaranteed  
7 to keep coming in every renewal.

8       She referred members to three ways expenses come  
9 in to the Board, including direct charge, timesheets  
10 or license population.

11       Ms. Richards stated, during the prior biannual  
12 period, the Board had approximately \$1.89 million in  
13 expenses and the current biannual period, FY'24-'25  
14 budget is projected to be about \$2.54 million with an  
15 increase in expenses. Ms. Richards explained this is  
16 due to a new IT system slated for the legal  
17 department and the new PALS replacement system that  
18 is happening with the boards picking up a piece of  
19 the cost based on their license population.

20       In concluding her presentation, Ms. Richards  
21 informed the Board of the prior biannual period  
22 beginning balance, the revenue and expenses, and the  
23 balance at the end of the prior renewal period. Ms.  
24 Richards commented that starting this current renewal  
25 cycle, Board expenses are starting to exceed revenue

1 and recommended that the Board consider a fee  
2 increase. She will come back before the Board in the  
3 spring to discuss options.

4 Dr. Bonacci questioned if there is a minimum  
5 amount of available restricted funds that are  
6 generally recommended for the Board to maintain. Ms.  
7 Richards responded by stating that the Board would  
8 need to cover expenses for an entire year, an entire  
9 biannual renewal cycle, with the money in the  
10 restricted account.]

11 \*\*\*

12 Report of Board Counsel - No Report

13 \*\*\*

14 Report of Regulatory Counsel

15 [Thomas M. Davis, Esquire, Regulatory Counsel, noted  
16 still awaiting Policy to approve early exam and CE  
17 for clinical ed which is 16A-6522. He noted his  
18 report with four active regulations.

19 Ms. Grzybek inquired regarding the approximate  
20 time line expected for Policy to approve same.

21 Mr. Davis explained that drafted policies go  
22 through legislature, which shuts down every two years  
23 for the sine die period. He will request Policy's  
24 approval of early exam and CE for clinical ed  
25 regulations before the end of sine die, but it may be





1 director position and is now a member of the FSBPT  
2 Board of Directors.

3       Lastly, Ms. Grzybek stated the last regulatory  
4 hour webinar is scheduled for December 18th, 2024, at  
5 4:00 pm. The topic is Recent Rulings, Real Impact  
6 Navigating the Regulatory Landscape. She stated  
7 members interested in Attending the 2025 Educational  
8 meeting from October 23 to 25, 2025, will be  
9 traveling to Spokane, Washington.]

10

\*\*\*

11 Report of Acting Commissioner

12 [Mathew Eaton, Designee for Arion R. Claggett, Acting  
13 Commissioner, Bureau of Professional and Occupational  
14 Affairs, discussed replacing the PALs system, the  
15 Pennsylvania Licensing System. This is the PALs  
16 Modernization Project. System Automation has been  
17 chosen as the vendor. Their platform is called  
18 Evoke. That licensing system is currently used in  
19 other states. That will be again the name of our new  
20 licensing system. Conversations and meetings with  
21 that vendor are commencing as well as their  
22 subcontractors to begin the process of replacing the  
23 Pennsylvania licensing system. He noted it is  
24 anticipated the system will be live by the middle of  
25 2025.]

1 \*\*\*

2 Report of Committees - Education Committee

3 [Krista Wolfe, DPT, ATC, Vice Chair, reported the  
4 Education Committee report was included in the  
5 Board's packet. The applicants were not cleared and  
6 approved for this meeting.]

7 \*\*\*

8 Report of Board Administrator

9 [Michelle Roberts, Board Administrator, reported on  
10 the FSBPT conference in Iowa. Information from the  
11 conference will be posted on the Federation's  
12 website. A couple of interesting updates, FSBPT has  
13 started a test prep program that is more for  
14 strategies and relieving stress and anxiety called  
15 Fifth Theory. An anonymous security issue reporting  
16 program called Stop it has also commenced. She noted  
17 an informative seminar on informed consent and the  
18 need for that to be addressed in board regulations.

19 Ms. Roberts also noted the upcoming 2025  
20 Educational meeting in Spokane, Washington. She  
21 stated members of the Board elected as delegates  
22 intending to attend this Spokane meeting in October  
23 would also be required to attend the Leadership  
24 Issues Forum meeting on July 19 to 20, 2025, which  
25 will take place in Alexandria, Virginia.]

1 \*\*\*

2 Upcoming 2025 Meeting Dates

3 [Geraldine M. Grzybek, PT, GCS, Chairperson, noted  
4 the 2025 Board meeting dates are January 16, March  
5 21, May 22, July 31, September 26, and November 17.  
6 The next meeting will be January 16, 2025.]

7 \*\*\*

8 Adjournment

9 CHAIR GRZYBEK:

10 May I have motion to adjourn.

11 MS. MACKELL:

12 So moved.

13 CHAIR GRZYBEK:

14 Is there a second?

15 MR. ROBB:

16 Second.

17 CHAIR GRZYBEK:

18 The meeting is adjourned.

19 [The motion carried unanimously.]

20 \*\*\*

21 [There being no further business, the State Board of  
22 Physical Therapy Meeting adjourned at 11:04 a.m.]

23 \*\*\*

24

25

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26

CERTIFICATE

I hereby certify that the foregoing summary minutes of the State Board of Physical Therapy meeting, was reduced to writing by me or under my supervision, and that the minutes accurately summarize the substance of the State Board of Physical Therapy meeting.



Rachel Wilbur-Adams,

Minute Clerk

Sargent's Court Reporting  
Service, Inc.

STATE BOARD OF PHYSICAL THERAPY  
REFERENCE INDEX

November 14, 2024

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50

TIME	AGENDA
9:30	Executive Session
10:30	Return to Open Session
10:31	Official Call to Order
10:31	Roll Call/Introduction of Attendees
10:33	Approval of Minutes
10:34	Report of Prosecution
10:38	Appointment
10:55	Report of Board Regulatory Counsel
10:55	Report of Board Chairperson
11:12	Report of Committees
11:01	Report of Board Administrator
11:24	Upcoming 2024 Meeting Dates
11:04	Adjournment