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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 OSTEOPATHIC MEDICINE
VIA VIDEOCONFERENCE**

TIME: 10:31 A.M.

Wednesday, February 10, 2021

1 State Board of Osteopathic Medicine
2 February 10, 2021
3
4

5 BOARD MEMBERS:
6

7 Randy G. Litman, D.O., Chairman
8 K. Kalonji Johnson, Commissioner, Bureau of
9 Professional and Occupational Affairs
10 William B. Swallow, D.O., Vice Chairman
11 Christopher S. Poggi, D.O., Secretary
12 Alison Beam, Acting Secretary of Health
13 John B. Bulger, D.O.
14 Thomas S. Dardarian, D.O.
15 Bette A. Grey, BA, RRT, CPFT
16 Mary Pat Howard, M.S., RN-BC, Executive Advisor
17 of Quality Assurance
18 Frank M. Tursi, D.O.
19
20

21 BUREAU PERSONNEL:
22

23 Shana M. Walter, Esquire, Board Counsel
24 Dana M. Wucinski, Esquire, Board Counsel
25 Jason T. Anderson, Esquire, Board Prosecution Liaison
26 Keith E. Bashore, Esquire, Board Prosecutor
27 Adam L. Morris, Esquire, Board Prosecutor
28 Aaron Hollinger, Board Administrator
29 Nichole Wray, Acting Board Administrator
30 Carolyn DeLaurentis, Deputy Chief Counsel, Prosecution
31 Division
32 Theodore Stauffer, Executive Secretary, Bureau of
33 Professional and Occupational Affairs
34
35

36 ALSO PRESENT:
37

38 Andy Sandusky, Executive Vice President, Public Policy
39 and Association Affairs, Pennsylvania Osteopathic
40 Medical Association
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1 ***

2 State Board of Osteopathic Medicine

3 February 10, 2021

4 ***

5 [Pursuant to Section 708(a)(5) of the Sunshine Act, at
6 9:30 a.m. the Board entered into executive session
7 with Dana M. Wucinski, Esquire, Board Counsel, and
8 Shana M. Walter, Esquire, Board Counsel, for the
9 purpose of conducting quasi-judicial deliberations and
10 to receive legal advice from Board counsel. The Board
11 returned to open session at 10:30 a.m.]

12 ***

13 The regularly scheduled meeting of the State
14 Board of Osteopathic Medicine was held on Wednesday,
15 February 10, 2021. Randy G. Litman, D.O., Chairman,
16 called the meeting to order at 10:31 a.m.

17 ***

18 Approval of minutes of the December 9, 2020 meeting

19 CHAIRMAN LITMAN:

20 May I have a call for approval of the
21 minutes?

22 DR. TURSI:

23 So moved.

24 CHAIRMAN LITMAN:

25 May I have a second?

1 MS. GREY:

2 Second.

3 CHAIRMAN LITMAN:

4 All in favor?

5 [The motion carried unanimously.]

6 ***

7 ***

8 [Shana M. Walter, Esquire, Board Counsel, reminded
9 everyone the meeting was being recorded, and those
10 participating in the public session were consenting to
11 be recorded.]

12 ***

13 Appointment - Carolyn A. DeLaurentis, Esquire, Deputy
14 Chief Counsel, Prosecution Division Presentation

15 [Carolyn A. DeLaurentis, Esquire, Deputy Chief
16 Counsel, Prosecution Division, provided highlights of
17 the prosecution division's work during the past year.
18 She commended staff for all of their hard work to make
19 telework successful. She noted all decisions were
20 made thoughtfully and with the safety of all in mind.

21 Ms. DeLaurentis stated the Board prosecutors made
22 every effort to monitor the restrictions, waivers,
23 policies, and new procedures specific to the practice
24 in each profession regarding challenges imposed on
25 licensees by the COVID-19 pandemic.

1 Ms. DeLaurentis noted the Pennsylvania Licensing
2 System (PALS) to be a lifeline. She stated the Bureau
3 of Enforcement and Investigation (BEI) worked closely
4 with prosecution to continue investigations and figure
5 out the best methods during statewide shutdowns and
6 stay-at-home orders. She also noted the Professional
7 Compliance Office continued opening cases and
8 processing files, and legal assistants had been
9 working a hybrid schedule to ensure mailings and
10 filings were completed.

11 Ms. DeLaurentis commented that the Board, Board
12 staff, and counsel all have adapted to virtual Board
13 meetings and prosecution will continue to work with
14 everyone to ensure efficient and effective
15 presentation and resolution of cases. She mentioned
16 2020 was a year filled with challenges, but the
17 prosecution division led by the incredible senior
18 staff rose to the challenge and will continue to do so
19 in 2021.

20 Ms. DeLaurentis informed the Board that 401 files
21 were opened in 2020 and 709 in 2019 with 520 files
22 closed in 2020 for the Board of Osteopathic Medicine.
23 She noted 345 open cases as of January 1, 2021. She
24 thanked Timothy Smith for his assistance providing
25 information for 2020.

1 Ms. DeLaurentis addressed enforcement actions
2 with 26 total cases that resulted in discipline in
3 2020 for the Board of Osteopathic Medicine. She
4 reported 60 warning letters, 2 fines, 12 suspensions,
5 1 automatic suspension, 6 revocations or voluntary
6 surrenders, and 5 probation cases in 2020.

7 Ms. DeLaurentis discussed 2020 overall
8 prosecution as a whole. She noted 44 immediate
9 temporary suspensions in 2020. She mentioned 17 of
10 the 1,223 opened COVID-19 cases are for the Board of
11 Osteopathic Medicine. She reported the total number
12 of open cases as of January 1, 2021, was 12,250. The
13 total number of cases opened overall in 2020 was
14 13,394, which is down from 2019 at 16,295. She noted
15 13,274 files were closed in 2020.

16 She noted most general COVID complaints involved
17 violations of the governor's orders, secretary of
18 health orders, CDC guidelines, Board guidelines, and
19 masking requirements.]

20

21 Report of Prosecutorial Division

22 [Keith E. Bashore, Esquire, Board Prosecutor,

23 presented the Consent Agreement for Case No. 20-53-

24 006858.]

25

1 [Jason T. Anderson, Esquire, Board Prosecution
2 Liaison, presented the VRP Consent Agreements for Case
3 No. 20-53-007378 and Case No. 20-53-013215.]

4 ***

5 Report of Board Counsel

6 [Dana M. Wucinski, Esquire, Board Counsel, noted the
7 Board was in Executive Session at 9:30 a.m. and
8 discussed the Consent Agreements presented, along with
9 agenda items 7 and 8 and 11 through 15.]

10 ***

11 Report of Regulatory Counsel

12 [Dana M. Wucinski, Esquire, Board Counsel, addressed
13 House Bill 171 of 2021 regarding prohibiting non-
14 compete clauses for health care practitioners. She
15 stated the bill would void employment agreements that
16 would restrict or prohibit a health care practitioner
17 from treating a prior patient after termination of the
18 employment.

19 Ms. Wucinski referred to section 4 concerning an
20 exception, where it would not render void or
21 unenforceable the remaining provisions of a contract
22 or agreement, including any buyout clauses. She noted
23 it was referred to Labor and Industry on January 28,
24 2019.

25 Ms. Wucinski stated the bill is meant to

1 encourage economic development and lower the
2 unemployment rate by creating an environment where
3 businesses and individuals have the opportunity to
4 thrive.

5 Ms. Walter addressed House Bill 192 of 2021,
6 which allows for one aspect of participation in the
7 Interstate Medical Licensure Compact specifically to
8 the obtaining by the Pennsylvania State Police an
9 examination of national and criminal history record
10 checks.]

11 ***

12 [Randy G. Litman, D.O., Chairman, confirmed those in
13 attendance.]

14 ***

15 [Dr. Poggi referred back to the 13,000 complaints
16 filed and expressed concern with the frivolous
17 complaints costing licensees more money, noting that
18 was also a concern of the Pennsylvania Osteopathic
19 Medical Association (POMA). He questioned whether
20 there was a way to have frivolous claims knocked down.

21 Ms. Wucinski explained that the Professional
22 Compliance Office receives the complaints and opens
23 the files but believed they do shut a number of files
24 before forwarding it.

25 Commissioner Johnson noted there was no formula

1 in place to determine what the exact cost is and what
2 the cost-benefit analysis of that would look like.

3 Mr. Anderson stated the 13,000 complaints is an
4 overall office number as opposed to just assigned to
5 one particular Board. He commented that complaints
6 are received from many sources and various methods of
7 investigation are utilized based on the facts of the
8 allegations and complaint. He stated everything is
9 done efficiently as possible with due diligence.

10 Dr. Swallow noted that POMA's concern was a
11 general issue regarding the increase in licensure fees
12 and suggested providing them with a more distinct
13 explanation of licensees with respect to fiscal year
14 management.

15 Andy Sandusky, Executive Vice President,
16 Pennsylvania Osteopathic Medical Association,
17 explained that a question was asked from a member of
18 POMA's Executive Committee, where he spent several
19 thousand dollars to clear his name of what he
20 described as a meritless claim.

21 Mr. Sandusky stated no one from POMA was
22 questioning the fact that the Board had to do its job
23 and due diligence, noting that Mr. Anderson did
24 mention a mechanism by which some cases are filtered
25 and closed before moving any further and explaining

1 POMA's position under that particular situation.]

2 ***

3 Roll Call

4 [Chairman Litman requested Mr. Hollinger provide an
5 official roll call.]

6 ***

7 Report of Board Chair

8 [Randy G. Litman, D.O., Chairman, referred to a letter
9 received in January from the National Board of
10 Osteopathic Medical Examiners reviewing their
11 intention to resume the Level 2-Performance Evaluation
12 (PE), which is an alternative means to meeting the
13 practical exam component needed to satisfy an
14 application for an unrestricted license in
15 Pennsylvania.

16 Chairman Litman mentioned all of the clinical
17 skills-related examinations were ceased because of a
18 danger to the public due to the pandemic in March
19 2020. He noted the United States Medical Licensing
20 Examination (USMLE) had also suspended the use of
21 their Step 2 Clinical Skills (CS) exam, which is an
22 equivalent exam to Level 2-PE.

23 Chairman Litman noted the situation raises the
24 question of the use of the Level 2-PE with the
25 longstanding requirements to have a practical exam as

1 part of Pennsylvania's licensure requirement.

2 Chairman Litman mentioned the Commonwealth of
3 Pennsylvania-issued state exam available four times a
4 year as an alternative. He noted the Federation of
5 State Medical Boards will be discussing the benefits
6 and downsides of continued use of a clinical skills or
7 simulation examination at their annual meeting March
8 4, 2021.

9 Chairman Litman informed the Board of a formal
10 meeting he had with John Gimpel, President of the
11 National Board of Osteopathic Medical Examiners
12 (NBOME), wanting to speak to the Board to explain the
13 avenues NBOME wished to approach to restore the Level
14 2-PE exam, noting a proposed date of April 2021. He
15 stated NBOME would like to clarify the efficacy of
16 that exam as compared to the current practice.

17 Dr. Bulger questioned whether the Board had the
18 ability to change rules around the statutes due to the
19 public health emergency.

20 Ms. Wucinski reported a number of waivers
21 requested by the department and granted by the
22 Governor waiving certain regulatory language to meet
23 the needs of the emergency declaration. She noted no
24 issues yet with the Step 2 CS being canceled, because
25 the law requires an applicant for licensure complete

1 Step 2.

2 Dr. Bulger explained that the osteopathic
3 regulations require a practical exam and addressed
4 issues, including the fact that Step 2-PE had not been
5 given in almost a year, and it was still unclear when
6 it may be given. He mentioned the potential for a
7 whole group of graduates who had not completed Step 2-
8 PE, which meant they would fall back to completing the
9 practical exam given by the state, which at best was
10 unreliable.

11 Dr. Bulger stated candidates trying to obtain
12 licensure in Pennsylvania would have to wait extended
13 periods of time as the test was given quarterly and
14 sometimes not because there were not enough people to
15 take the exam. He reported the Board promulgated
16 regulations to change that but they had been mired in
17 the regulatory process for 3 years.

18 Dr. Bulger questioned whether the Board could
19 make an emergency change to the regulations based on
20 what the Board had approved regarding the practical
21 examination to fix the issue in the short term. He
22 suggested approving other pathways to satisfy the
23 requirement, which included osteopathic courses and a
24 list of options beyond Step 2 PE, beyond the state run
25 practical exam or waive the whole requirement.

1 Dr. Bulger stated, allowing a wide berth of how
2 to satisfy that requirement, which the Board already
3 approved, would be beneficial to candidates in the
4 pipeline right now that are coming from other states
5 who took Level 2 before there was PE.

6 Dr. Swallow also stated there were candidates for
7 a license who would be impacted by not waiving this
8 for a period of time. He suggested an amendment once
9 the motion was made that a timeline be included in the
10 motion, whether it be 6 or 12 months or pending
11 approval of the proposed legislation to modify
12 regulations.

13 Dr. Tursi noted Dr. Bulger's point was well made,
14 noting that waiting until June when all of new
15 residents come out would be a mess as far as the
16 requirements. He mentioned that the American
17 Osteopathic Association (AOA) Board of Trustees was
18 considering doing away with the COMLEX Level 3 portion
19 as it is based on student recommendation and would
20 possibly be changing anyway. He wanted to make a
21 motion to hold in advance the requirement for the
22 physical/practical requirement for state licensure for
23 1 year.

24 Ms. Wucinski referred to § 25.241(3) regarding
25 receiving a passing score on the practical examination

1 and clarified the Board's decision is to have a waiver
2 for the duration of the declared state of emergency
3 plus 120 days.]

4 ***

5 DR. TURSI:

6 I make a motion to hold in advance the
7 requirement for the practical/clinical
8 examination for licensure for the
9 duration of the public health emergency
10 plus 120 days.

11 DR.BULGER:

12 I second that motion.

13 [The Board discussed the motion.]

14 CHAIRMAN LITMAN:

15 All in favor? Any nays?

16 [The motion carried unanimously.]

17 ***

18 Report of Vice Chair - No Report

19 ***

20 Report of Commissioner - No Report

21 [K. Kalonji Johnson, Commissioner, Bureau of
22 Professional and Occupational Affairs, welcomed Board
23 counsel, Shana Walter and Dana Wucinski, who would be
24 Board counsel of the health licensing boards to
25 provide one consistent framework to ensure policies

1 and regulatory structures were working in synergy with
2 one another.

3 Commissioner Johnson welcomed Nichole Wray, who
4 will be acting as the new Board Administrator. He
5 announced this was Mr. Hollinger's last meeting as he
6 will be joining the Commissioner to continue improving
7 the Pennsylvania Licensing System (PALS) and all of
8 the initiatives of creating a better user experience.

9 Commissioner Johnson welcomed Dr. Dardarian,
10 noting the Board to be very active and committed to
11 serving the commonwealth and improving the well-being
12 of the regulated community.]

13 ***

14 Report of Department of Health

15 [Mary Pat Howard, M.S., RN-BC, Executive Assistant of
16 Quality Assurance, announced the new Physician General
17 Wendy Braund. She encouraged everyone to visit the
18 Department of Health's COVID and vaccine dashboards
19 concerning activity in the state.

20 Ms. Howard provided an update regarding COVID-19.
21 She reported a total of 11,309 new COVID cases for the
22 past 3-day weekend and 2,881 hospitalizations with 565
23 cases in intensive care. She reported the positivity
24 rate is 8.6% from January 20 to February 4 and down
25 from 9.3% the week before. She noted quality

1 assurance had provided vaccines for surveyors and
2 testing every Tuesday.

3 Dr. Poggi questioned the philosophy of testing
4 people every week if individuals have no symptoms,
5 noting the cost of around \$168 or \$178 to be a massive
6 amount of money wasted on a test that is not very
7 accurate.

8 Dr. Swallow commented that testing should not be
9 the focus right now. He stated the focus in the
10 Commonwealth should be on procuring the vaccine and
11 getting it to the people of Pennsylvania in order to
12 get back to normal. That should be the focus right
13 now, not the testing.

14 Ms. Howard mentioned the vaccine dashboard on the
15 website reflected the vaccination progress.]

16 ***

17 MOTIONS

18 MS. WALTER:

19 Number 3 on the agenda is Case No. 20-
20 53-006858. I believe the Board would
21 entertain a motion to approve the
22 Consent Agreement at Item No. 3.

23 DR. TURSI:

24 So moved.

25 DR. POGGI:

1 Second.

2 CHAIRMAN LITMAN:

3 All in favor?

4 [The motion carried unanimously. The Respondent's
5 name is M. Lisa Attebery, D.O.]

6 ***

7 MS. WALTER:

8 Number 4 on the agenda will be presented
9 at another meeting.

10 ***

11 MS. WALTER:

12 Number 5 is VRP Case No. 20-53-007378.

13 Number 6 is VRP Case No. 20-53-013215.

14 I believe the Board would entertain
15 a motion to accept the VRP Agreements at
16 Nos. 5 and 6.

17 CHAIRMAN LITMAN:

18 Motion to accept?

19 DR. TURSI:

20 So moved.

21 DR. POGGI:

22 Second.

23 CHAIRMAN LITMAN:

24 All in favor?

25 [The motion carried unanimously.]

1 ***

2 MS. WALTER:

3 Item No. 7. I believe the Board would
4 entertain a motion to direct Board
5 counsel to adopt the proposed
6 Adjudication and Order, address
7 exceptions, and issue a substitute Final
8 Board Order consistent with discussions
9 in executive session for Frederick R.
10 Wilson, D.O., Case No. 17-53-06203.

11 CHAIRMAN LITMAN:

12 Motion to approve?

13 DR. TURSI:

14 So moved.

15 CHAIRMAN LITMAN:

16 Second?

17 MS. GREY:

18 Second.

19 CHAIRMAN LITMAN:

20 All in favor?

21 [The motion carried. Dr. Poggi and Dr. Bulger recused
22 themselves from deliberations and voting on the
23 motion.]

24 ***

25 MS. WALTER:

1 I believe the Board would entertain a
2 motion to deny the request of Bruce H.
3 Grossinger, D.O., Case No. 17-53-00180
4 to vacate the order delegating the
5 matter to a hearing examiner.

6 DR. TURSI:

7 So moved.

8 DR. POGGI:

9 Second.

10 CHAIRMAN LITMAN:

11 All in favor?

12 [The motion carried.]

13 ***

14 Applications for Licensure - Unrestricted

15 MS. WALTER:

16 Agenda items 11 and 12. I believe the
17 Board would entertain a motion to
18 approve the Application for Unrestricted
19 License to Practice Osteopathic Medicine
20 and Surgery for Viet Hoang Nguyen, D.O.
21 and Matthew Joseph Carey, D.O.

22 DR. TURSI:

23 So moved.

24 CHAIRMAN LITMAN:

25 Second?

1 DR. POGGI:

2 Second.

3 CHAIRMAN LITMAN:

4 All in favor?

5 [The motion carried unanimously.]

6 ***

7 Applications for Licensure - Allied Health

8 Professionals

9 MS. WALTER:

10 Agenda items 13 and 14. I believe the
11 Board would approve the following
12 Applications for Registration as a
13 Supervising Physician: Blake Isom, D.O.
14 and Tara Monihan, PA-C and Luke
15 Sullivan, D.O. and Kylie Verespy, PA-C.

16 DR. TURSI:

17 So moved.

18 CHAIRMAN LITMAN:

19 Second?

20 MS. GREY:

21 Second.

22 CHAIRMAN LITMAN:

23 All in favor?

24 [The motion carried unanimously.]

25 ***

1 MS. WALTER:

2 I believe the Board would entertain a
3 motion to direct Board counsel to send a
4 discrepancy letter to Joseph Dekker,
5 D.O. and Nathan Mychak, PA-C related to
6 supervision.

7 DR. TURSI:

8 So moved.

9 CHAIRMAN LITMAN:

10 Second?

11 MS. GREY:

12 Second.

13 CHAIRMAN LITMAN:

14 All in favor?

15 [The motion carried unanimously.]

16 ***

17 Report of Board Administrator

18 [Aaron Hollinger, Board Administrator, thanked the
19 Board for its help over the past few years. He will
20 have a continued interest in the Osteopathic Board to
21 see how the Board continues to shape the regulations
22 and help the citizens and licensees in Pennsylvania.
23 He offered his assistance with any future issues.

24 Mr. Hollinger informed the Board that he had been
25 working with Nichole Wray to get her onboard as the

1 Board Administrator.

2 Mr. Hollinger thanked everyone for their well
3 wishes thus far.]

4 ***

5 DR. TURSI:

6 I'd like to make a motion, whereas Aaron
7 Hollinger has been conscientious to the
8 Pennsylvania Board of Osteopathic
9 Medicine's needs, whereas he always
10 acted professionally, whereas he always
11 was timely in his responses to the
12 Board's questions and needs; therefore,
13 the Pennsylvania Board of Osteopathic
14 Medicine expresses our thanks to Aaron
15 Hollinger for his work and wish him well
16 in his future endeavors.

17 DR. SWALLOW:

18 Second.

19 CHAIRMAN LITMAN:

20 All in favor?

21 [The motion carried unanimously.]

22 ***

23 [Chairman Litman commented that Mr. Hollinger took
24 service seriously and no words could truly emphasize
25 the appreciation of the Board for his efforts.]

1 Ms. Wray expressed her readiness to work with
2 everybody and also thanked Mr. Hollinger.]

3

4 For the Board's Information/Discussion - Board Meeting
5 Dates

6 [Randy G. Litman, D.O., Chairman, noted the next
7 scheduled Board meeting date is April 14, 2021.]

8

9 For the Board's Information/Discussion - Old
10 Business/New Business

11 [Aaron Hollinger, Board Administrator, noted the
12 Federation of State Medical Boards Annual Meeting will
13 be held virtually April 29, 2021 through May 1, 2021,
14 and questioned whether any Board members would be
15 interested in attending as a voting delegate.]

16

17 CHAIRMAN LITMAN:

18 I could attend as a voting delegate.

19 MS. GREY:

20 I'll make that motion.

21 DR. POGGI:

22 I second.

23 CHAIRMAN LITMAN:

24 All in favor?

25 [The motion carried unanimously.]

1 ***

2 [Ms. Walter addressed the letter regarding an
3 expansion of practice of respiratory therapists. She
4 stated the letter concerns insertion and maintenance
5 of vascular access devices by respiratory therapists,
6 noting Board regulations state that a respiratory
7 therapist can provide direct respiratory care.

8 Ms. Walter informed the Board that the proposed
9 procedures do not fall into the category of direct
10 respiratory care and allowing respiratory therapists
11 to perform those procedures would be outside of their
12 statutory scope of practice and to clear those
13 procedures would require an act of the legislature to
14 expand the scope.

15 Ms. Grey stated the regulations needed to be
16 reopened to provide regulatory guideline updates. She
17 reported the letter came from someone outside the
18 state according to the Pennsylvania Society for
19 Respiratory Care (PSRC).

20 Chairman Litman noted the expansion to be an
21 issue for the legislature and not within the Board's
22 scope to make that decision.

23 Chairman Litman questioned whether there was any
24 information other than what the Centers for Disease
25 Control talked about online this week concerning

1 pregnancy and COVID-19.

2 Dr. Dardarian noted the World Health Organization
3 retracted their statement on pregnancy and vaccines.]

4 ***

5 Adjournment

6 CHAIRMAN LITMAN:

7 May I have a motion for adjournment?

8 DR. TURSI:

9 So moved.

10 DR. POGGI:

11 Second.

12 CHAIRMAN LITMAN:

13 Thank you.

14 [The motion carried unanimously.]

15 ***

16 [There being no further business, the State Board of
17 Osteopathic Medicine Meeting adjourned at 11:48 a.m.]

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CERTIFICATE

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



Morgan McKendrick,

Minute Clerk

Sargent's Court Reporting
Service, Inc.

STATE BOARD OF OSTEOPATHIC MEDICINE
REFERENCE INDEX

February 10, 2021

TIME	AGENDA
9:30	Executive Session
10:30	Return to Open Session
10:31	Official Call to Order
10:31	Approval of Minutes
10:32	Appointment - Carolyn A. DeLaurentis, Esquire, Deputy Chief Counsel, Prosecution Division Presentation
10:42	Report of Prosecutorial Division
10:44	Report of Board Counsel
10:45	Report of Regulatory Counsel
10:57	Roll Call
10:59	Report of Board Chair
11:23	Report of Department of Health
11:30	Motions
11:36	Report of Board Administrator
11:40	For the Board's Information/Discussion
11:48	Adjournment