



State of Idaho  
Division of Occupational and Professional Licenses  
Idaho Board of Podiatry

**BRAD LITTLE**  
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**Board Meeting Minutes of 1/17/2024**

<b>Board Members</b>	Stewart Jones, DPM – Chair	<b>Division</b>	Jan Arrasmith, Executive Officer
<b>Present:</b>	Bryan Thompson, DPM	<b>Staff:</b>	Russell Spencer, General Counsel
	Gary James Millward, DPM		Pam Rebolo, Board Support Supervisor
	Douglas Williams, DPM		Mike Celeste, Investigations Supervisor
			Keith Aamodt, Investigator

The meeting was called to order at 3:35 PM by Stewart Jones, DPM.

**Introductions**

Ms. Arrasmith introduced herself as the new Executive Officer for the Board.

**Approval of Minutes**

A motion was made and seconded to approve the 08/25/2023 minutes. The motion carried unanimously.

**DIVISION BUSINESS**

**Website Update:** Ms. Arrasmith gave a brief overview of the Board's new website page under DOPL.

**Financial Update and Five Year Projection:** Ms. Arrasmith informed the Board that she did not have the corrected financial reports for quarter 1 or 2, but discussed the five year projection with the Board.

**Performance Measure Report Review:** Ms. Arrasmith reviewed the performance measure report with the Board.

**Legislative Update:** Ms. Arrasmith gave a legislative update to the Board.

**Board Training – Discipline Process and Just Culture:** Mr. Spencer provided the Board with training on the Division's disciplinary process and provided a brief explanation of Just Culture.

**Transition to SharePoint:** Ms. Arrasmith informed the Board that Board meeting documents will now be on SharePoint.

**BOARD BUSINESS**

**Case Review – POD-2022-1:** A motion was made and seconded for no action at this time and follow up on progress reports at the next Board meeting. The motion carried unanimously.

**Adjourn**

There being no further business, the meeting was adjourned at 4:58 PM.

The next meeting is on 04/03/2024.