



# State of Idaho

## Division of Occupational and Professional Licenses Board of Podiatry

**BRAD LITTLE**  
Governor  
**RUSSELL BARRON**  
Administrator

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### Board Meeting Minutes of 07/09/2025

<b>Board</b>	Stewart Jones, DPM, Chair	<b>Division Staff:</b> Kim Aksamit, Executive Officer
<b>Members</b>	Gary Millward, DPM	Russ Spencer, General Counsel
<b>Present:</b>	Doug Williams, DPM	Pam Rebolo, Board Support Supervisor

**Board** Bryan Thompson, DPM  
**Members**  
**Absent:**

The meeting was called to order at 1:00 PM by Stewart Jones, DPM.

#### Approval of Minutes

A motion was made and seconded to approve the 04/23/2025 minutes. The motion carried.

#### DIVISION BUSINESS

**License Renewal Transition Plan:** Ms. Aksamit indicated that starting July 1, 2025, the Division of Occupational and Professional Licenses (DOPL) will transition from issuing one (1) year licenses to two (2) year licenses, with license renewals moving to a biennial cycle. For individuals born in even-numbered years, license renewals will continue a one-year cycle through 2025, with the shift to a two-year renewal cycle commencing in 2026. Additionally, beginning with the issuance of a two (2) year license, renewal fees will be adjusted to reflect the extended renewal period. Ms. Aksamit also noted that all new applicants will be issued a two (2) year license with an expiration date corresponding to their date of birth.

**Financial Update:** Ms. Aksamit presented the Board's financial report which indicated that the Board had a negative cash balance of (\$19,530.63) as of 04/10/2025. The Quarter 4 financials were not yet available.

#### BOARD BUSINESS

**Idaho Code Clean Up Proposal (HB14):** Mr. Spencer explained the purpose of the Idaho Code Clean Up Act, enacted this year as House Bill 14. It is a targeted clean up of obsolete, outdated, and unnecessary language that has accumulated in statute. The purpose is not to reexamine legislative intent, make major policy changes, or overhaul the statutes. The Division is responsible to make a review of all code sections relevant to the Boards, identify sections that have become obsolete, outdated, or unnecessary and so could be repealed or modified, and provide a report by September 1, 2025 to the Legislature. Mr. Spencer stated that the legal team had completed its initial review of the Board's practice act and presented the Board with a draft of proposed changes. These changes will not be presented as Executive Agency Legislation

(EAL) for the upcoming legislative session but will be incorporated into the report.

**Executive Agency Legislative Proposal:** Mr. Spencer presented the legislative proposals to the Board regarding agency proposed legislation. The Board had requested a comparison with surrounding states regarding fees which will be presented to the Board at the next meeting.

**Board Election:** A motion was made and seconded to elect Gary Millward as board chair. The motion carried.

### **Adjourn**

There being no further business, the meeting was adjourned at 2:31 PM.

The next meeting is on 10/08/2025.