



State of Idaho
Division of Occupational and Professional Licenses
Physical Therapy Licensure Board

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Board Meeting Minutes of 03/24/2026

Board Jonathan Bird, PT – Chair **Division Staff:** Tabitha Edwards, Executive Officer
Members Mendee Henkey, PTA Janice Beller, General Counsel
Present: Brenda Jerald, PT Kim Aksamit, Licensing Program Manager
Laura Loyola, Public Member Damien Preinitz, Licensing Supervisor
Pam Rebolo, Board Support Supervisor

The meeting was called to order at 8:30 AM by Jonathan Bird, PT.

Approval of Minutes

A motion was made and seconded to approve the 11/18/2025 minutes. The motion carried unanimously.

DIVISION BUSINESS

Financial Update: Ms. Edwards presented the Board's financial report.

Legislative Update: Ms. Edwards provided an overview of the current legislative session and the rules and statutory changes proposed by the Division. Ms. Edwards stated that the fee increase requested by this Board was denied.

Board Training – Respectful Workplace: The Board was provided with a Powerpoint training regarding Respectful Workplace.

BOARD BUSINESS

Discussion With Licensing Team About Processes: Ms. Aksamit answered questions and concerns from Board members regarding the OASIS database, renewal processes, and uploading continuing education documentation. Mr. Preinitz also explained processes when uploading documentation for renewal and audits. The Board requested that a guideline be added to the Board's webpage to assist licensees who may have difficulty with uploading documents.

Discussion Of New TOEFL Scoring Standards: Ms. Edwards provided information regarding the purpose of accepting the updated TOEFL score scale. Because the current rule references the former scoring system, an interim policy is necessary until formal rulemaking can update the rule. A motion was made and seconded to accept the policy which is effective until adoption by the Board is superseded by formally promulgated administrative rules. The Division shall apply this policy when reviewing applications for licensure. The motion carried.

Conference Schedule and Delegate Selection: A motion was made and seconded to select Brenda Jerald as delegate and Mendee Henkey as alternate delegate for the upcoming FSBPT annual conference. The motion carried.

A motion was made and seconded to pay for travel and expenses for one staff member and two Board members to attend the conference in October.

Adjourn

There being no further business, the meeting was adjourned at 10:00 AM.

The next meeting is on 06/23/2026.