



The Council of Board Administrators was created by the FSBPT bylaws to provide its members a forum to share information relevant to board functions, regulatory practices, practice standards and issues, licensing processes and security, and enforcement issues in the practice of physical therapy. Membership is open to currently or formerly employed administrative staff personnel assisting our 53 Member Boards.



administrative staff **corner**

2017 CBA Forum Report

*Charles Brown, Executive Director, Arizona State Board of Physical Therapy;
Director on the FSBPT Board of Directors*

Annual CBA Forum

This year, CBA Chair Connie Clarkston from Missouri called the Council of Board Administrators (CBA) Forum business meeting to order on Thursday, November 2, 2017 in Santa Ana Pueblo, New Mexico.

Vice Chair Tom Ryan from Wisconsin called roll and reported that 31 jurisdictions were present. The 22 jurisdictions not present were Arkansas, Colorado, Connecticut, Delaware, Illinois, Kansas, Maine, Massachusetts, Michigan, Mississippi, Nevada, New Jersey, New Mexico, New York, Ohio, Oklahoma, Pennsylvania, Rhode Island, South Dakota, Utah, Vermont, Wyoming.

The Federation of State Boards of Physical Therapy (FSBPT) funds one administrator from each state to attend the Federation's CBA Forum/annual meeting. Please add the 2018 annual meeting to your calendar now! It's October 25-27, 2018 in Reston, VA.

Representatives elected Charlotte Martin from Louisiana to be the CBA Chair and Jason Kaiser from California to the CBA Nominating Committee.

We had a couple of presentations this year. You can view them on the [Annual Meeting page](#) in the FSBPT Members Area of the website.

- 2017 CBA Board of Directors Update
- 2017 FSBPT Highlights
- CBA Message Board

Finally, we shared updates from our jurisdictions. We all took notes back from the CBA Forum and the Annual Meeting with a plan to research or start initiatives. It is easy to get caught-up in our daily duties. Please make some time to review your notes and start a plan to accomplish the initiatives you envisioned at the meeting. The FSBPT Board of Directors and staff are available to answer questions as you move forward.

Participation in Federation Activities

CBA members have participated and continue to participate in all facets of the Federation. One position on the Board of Directors is designated for a current administrator of a Member Board. Below are other examples of administrator participation in the Federation.

Regulatory Training for Members and Board Staff

The annual Regulatory Training was held in Alexandria, Virginia June 9-11, 2017. Topics included: regulatory law; terminology; board powers, responsibilities and roles; regulation of physical therapy practice; delegation of authority; immunity; and FSBPT services. Five administrators attended this meeting.

Next year's training will be held June 8-10, 2018. Attendees rave about the quality of the topics and presenters. FSBPT funds attendance at this meeting. I urge every administrator who has not attended this training to plan to attend next year! For more information or to register, contact communications@fsbpt.org.

Leadership Issues Forum

The Leadership Issues Forum (LIF) was held in Alexandria, Virginia July 29-30, 2017. This meeting provides an opportunity to learn more about current regulatory issues as well as prepare for the Delegate Assembly. Topics included risk based regulation; anti-trust coalition; disciplinary guidelines; eligibility requirements and NPTE updates; the licensure compact; clinical education; Exam, Licensure, and Disciplinary Database (ELDD); Jurisdictional Licensure Reference Guide updates; deregulation/consolidation; minimum data set; and foreign educated issues. Sixteen administrators attended this meeting.

Next year's Leadership Issues Forum is July 14-15, 2018. Administrators who are credentialed to attend the 2018 FSBPT Annual Meeting in Reston, VA will automatically receive an invitation to attend the LIF meeting.

Committees and Task Forces

Federation committees and task forces that currently have administrators as members:

- Education Committee
- Finance Committee
- Foreign Educated Standards Committee
- Nominating Committee
- Resolutions Committee
- Compact Rules Identification and Process Task Force

CBA Webinars

The CBA has effectively used the FSBPT's WebEx tool as a means of expanding the opportunities for discussion of important topics throughout the year. WebEx topics this year included:

- Services for Schools
- Supervised Clinical Practice Performance Evaluation Tool
- aPTitude and oPTion

- 2018 Content Outline

You can view webinars [here](#).

Chuck Brown graduated in 2008 from Grand Canyon University with a Bachelor of Science in Business Administration. He is also a former Marine. Chuck has worked in the licensing and regulating of healthcare providers since 2001. During his time with the Arizona Boards, he has served at the levels of Investigator, Deputy Director and Executive Director. Chuck actively participated in the CBA and served as Chair and Vice Chair from 2010-2011. He has served as Chair of the Exam Administration Committee and as a member on the Education Committee, Finance Committee, as well as other task forces and focus groups.