

**VIRTUAL/TELECONFERENCE
MEDICAL EXAMINING BOARD
MEETING MINUTES
JANUARY 17, 2024**

PRESENT: Milton Bond, Jr. (*excused at 9:35 a.m.*); Clarence Chou, M.D.; Callisia Clarke, M.D. (*excused at 11:16 a.m.*); Kris Ferguson, M.D., Diane Gerlach, D.O.; Sumeet Goel, D.O. (*arrived at 8:03 a.m.*); Steven Leuthner, M.D.; Lubna Majeed-Haqqi, M.D.; Gregory Schmeling, M.D.; Derrick Siebert, M.D. (*arrived at 8:27 a.m.*) (*excused at 10:15 a.m.*) (*arrived at 10:50 a.m.*); Emily Yu, M.D.

EXCUSED: Stephanie Hilton; Carmen Lerma

STAFF: Tom Ryan, Executive Director; Jameson Whitney, Legal Counsel; Nilajah Hardin, Administrative Rules Coordinator; Dialah Azam, Board Administration Specialist; and other Department staff

CALL TO ORDER

Clarence Chou, Chairperson, called the meeting to order at 8:02 a.m. A quorum was confirmed with nine (9) members present.

(*Sumeet Goel arrived at 8:03 a.m.*)

ADOPTION OF AGENDA

Amendment to the Agenda

- **CHANGE** 2-person oral examiner from Dr. Yu to Dr. Gerlach
- **CHANGE** 10:00 A.M. or Immediately Following the Full Board *Training* To 10 A.M. or Immediately Following the Full Board *Meeting*
- **CHANGE** agenda item I from Professional *Assistant* Procedure to Professional *Assistance* Procedure

MOTION: Callisia Clarke moved, seconded by Steven Leuthner, to adopt the Agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF DECEMBER 20, 2023

MOTION: Gregory Schmeling moved, seconded by Diane Gerlach, to approve the Minutes of December 20, 2023 as published. Motion carried unanimously.

ADMINISTRATIVE MATTERS**Election of Officers, Appointments of Liaisons and Alternates, Delegation of Authorities****Election of Officers*****Chairperson***

NOMINATION: Sumeet Goel nominated Clarence Chou for the Office of Chairperson.
Clarence Chou accepted the nomination.

Tom Ryan, Executive Director, called for nominations three (3) times.

Clarence Chou was elected as Chairperson by unanimous voice vote.

Vice Chairperson

NOMINATION: Clarence Chou nominated Sumeet Goel for the Office of Vice Chairperson. Sumeet Goel accepted the nomination.

Tom Ryan, Executive Director, called for nominations three (3) times.

Sumeet Goel was elected as Vice Chairperson by unanimous voice vote.

Secretary

NOMINATION: Clarence Chou nominated Gregory Schmeling for the Office of Secretary.
Gregory Schmeling accepted the nomination.

Tom Ryan, Executive Director, called for nominations three (3) times.

Gregory Schmeling was elected as Secretary by unanimous voice vote.

ELECTION RESULTS	
Chairperson	Clarence Chou
Vice Chairperson	Sumeet Goel
Secretary	Gregory Schmeling

Appointment of Liaisons and Alternates

LIAISON APPOINTMENTS	
Credentialing Liaison(s)	Callisia Clarke, Lubna Majeed-Haqqi, Emily Yu, Diane Gerlach, Kris Ferguson, Gregory Schmeling, Derrick Siebert, Steven Leuthner <i>Alternate:</i> Clarence Chou
Education and Examinations Liaison(s)	Continuing Education: Diane Gerlach <i>Alternate:</i> Clarence Chou

	Examinations: Gregory Schmeling <i>Alternate:</i> Clarence Chou
Monitoring Liaison(s)	Kris Ferguson <i>Alternate:</i> Clarence Chou
Professional Assistance Procedure (PAP) Liaison(s)	Kris Ferguson <i>Alternate:</i> Clarence Chou
Legislative Liaison(s)	Clarence Chou <i>Alternate:</i> Sumeet Goel
Travel Authorization Liaison(s)	Sumeet Goel <i>Alternate:</i> Diane Gerlach
Newsletter Liaison(s)	Clarence Chou <i>Alternate:</i> Sumeet Goel
Website Liaison(s)	Sumeet Goel <i>Alternate:</i> Milton Bond Jr
Opioid Abuse Report Liaison(s) per 440.035(2m)(c)	Kris Ferguson <i>Alternate:</i> Derrick Siebert
Prescription Drug Monitoring Program Liaison(s)	Kris Ferguson <i>Alternate:</i> Lubna Majeed-Haqqi
Appointed to Controlled Substances Board as per Wis. Stats. §15.405(5g) (MED)	Gregory Schmeling <i>Alternate:</i> Kris Ferguson

OTHER APPOINTMENTS	
Council on Anesthesiologist Assistants	Kris Ferguson
Interstate Medical Licensure Compact Commission (IMLCC) Representatives	Clarence Chou, Sumeet Goel

Delegation of Authorities

Review and Approval of 2023 Delegations

MOTION: Sumeet Goel moved, seconded by Lubna Majeed-Haqqi, to reaffirm all delegation motions from 2023 as reflected in the agenda materials. Motion carried unanimously.

Document Signature Delegations

MOTION: Lubna Majeed-Haqqi moved, seconded by Steven Leuthner, in order to carry out duties of the Board, the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving board member

in that succession) has the ability to delegate signature authority for purposes of facilitating the completion of assignments during or between meetings. The members of the Board hereby delegate to the Executive Director, Board Counsel or DPD Division Administrator, the authority to sign on behalf of a board member as necessary. Motion carried unanimously.

(Derrick Siebert arrived at 8:27 a.m.)

Delegation to Chief Legal Counsel for Stipulated Resolutions

MOTION: Gregory Schmeling moved, seconded by Sumeet Goel, to delegate to DSPS Chief Legal Counsel the authority to act on behalf of the Board concerning stipulated resolutions providing for a surrender, suspension, or revocation of a credential, where the underlying merits involve serious and dangerous behavior, and where the signed stipulation is received between Board meetings. The Board further requests that CLC only act on such matters when the best interests of the Board, Department and the Public are best served by acting upon the stipulated resolution at the time the signed stipulation is received versus waiting for the next Board meeting. Any cases so resolved shall be presented to the Board for the Board's information at the next meeting. Motion carried unanimously.

Monitoring Delegations

Delegation of Authorities for Monitoring

MOTION: Kris Ferguson moved, seconded by Sumeet Goel, to adopt the "Roles and Authorities Delegated for Monitoring" document as presented in the January 17, 2024 agenda materials on pages 24-26. Motion carried unanimously.

Delegation to DSPS When Applicant's Discipline History Has Been Previously Reviewed

MOTION: Gregory Schmeling moved, seconded by Steven Leuthner, to delegate authority to Department staff to approve applications where Applicant's prior discipline has been approved for a previous Wisconsin credential and there is no new discipline. Motion carried unanimously.

Delegation to Department Attorneys to Approve Duplicate Legal Issue

MOTION: Gregory Schmeling moved, seconded by Sumeet Goel, to delegate authority to Department Attorneys to approve a legal matter in connection with a renewal application when that same/similar matter was already addressed by the Board and there are no new legal issues. Motion carried unanimously.

**CONSIDERATION OF APPLICANT DR. JEFFREY LEE AS AN MEB APPOINTMENT
TO THE COUNCIL ON ANESTHESIOLOGIST ASSISTANTS**

MOTION: Lubna Majeed-Haqqi moved, seconded by Emily Yu, to approve Dr. Jeffrey Lee as a Medical Examining Board appointed member of the Council on Anesthesiologist Assistants. Motion carried unanimously.

FEDERATION OF STATE MEDICAL BOARDS (FSMB) MATTERS

FSMB Annual Meeting, April 18-20, 2024, Nashville, TN – Consider Attendance

MOTION: Sumeet Goel moved, seconded by Gregory Schmeling, to designate Clarence Chou as the Board’s delegate to attend the FSMB Annual Meeting from April 18-20 in Nashville, TN. Motion carried unanimously.

MOTION: Steven Leuthner moved, seconded by Emily Yu, to designate Gregory Schmeling as the Board’s alternate delegate to attend the FSMB Annual Meeting from April 18-20 in Nashville, TN. Motion carried unanimously.

MOTION: Steven Leuthner moved, seconded by Lubna Majeed-Haqqi, to designate Sumeet Goel to attend the FSMB Annual Meeting from April 18-20 in Nashville, TN. Motion carried unanimously.

CLOSED SESSION

MOTION: Callisia Clarke moved, seconded by Lubna Majeed-Haqqi, to convene to Closed Session to deliberate on cases following hearing (§ 19.85(1)(a), Stats.); to consider licensure or certification of individuals (§ 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85(1)(b), Stats. and § 448.02(8), Stats.); to consider individual histories or disciplinary data (§ 19.85(1)(f), Stats.); and to confer with legal counsel (§ 19.85(1)(g), Stats.). Clarence Chou, Chairperson, read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Milton Bond, Jr.-yes; Clarence Chou-yes; Callisia Clarke-yes; Kris Ferguson-yes; Diane Gerlach-yes; Sumeet Goel-yes; Steven Leuthner-yes; Lubna Majeed-Haqqi-yes; Gregory Schmeling-yes; Derrick Siebert-yes; and Emily Yu-yes. Motion carried unanimously.

The Board convened into Closed Session at 9:31 a.m.

(Milton Bond Jr. excused at 9:35 a.m.)

**DELIBERATION ON DIVISION OF LEGAL SERVICES AND
COMPLIANCE (DLSC) MATTERS**

Proposed Stipulations, Final Decisions and Orders

22 MED 420 – Emily A. Olson

MOTION: Sumeet Goel moved, seconded by Steven Leuthner, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary

proceedings against Emily A. Olson, DLSC Case Number 22 MED 420.
Motion carried unanimously.

Administrative Warnings

23 MED 150 – R.L.Z.

MOTION: Gregory Schmeling moved, seconded by Steven Leuthner, to issue an Administrative Warning in the matter of R.L.Z., DLSC Case Number 23 MED 150. Motion carried unanimously.

Case Closings

MOTION: Diane Gerlach moved, seconded by Emily Yu, to close the following DLSC Cases for the reasons outlined below:

- a) 20 MED 406 – L.K.S. – Lack of Jurisdiction (L2)
- b) 22 MED 259 – S.W.L. – No Violation
- c) 22 MED 561 – A.J.L. – No Violation
- d) 23 MED 046 – S.J.N. – No Violation
- e) 23 MED 372 – R.D.S. – No Violation
- f) 23 MED 496 – R.H.T. – Prosecutorial Discretion (P2)

Motion carried unanimously.

22 MED 457 – O.R.W.

MOTION: Sumeet Goel moved, seconded by Steven Leuthner, to close DLSC Case Number 22 MED 457, against O.R.W., for Prosecutorial Discretion (P2). Motion carried unanimously.

(Emily Yu recused herself and left the room for deliberation and voting in the matter concerning O.R.W., DLSC Case Number 22 MED 457.)

23 MED 428 – R.J.V.

MOTION: Lubna Majeed-Haqqi moved, seconded by Callisia Clarke, to close DLSC Case Number 23 MED 428, against R.J.V., for No Violation. Motion carried unanimously.

(Clarence Chou recused themselves and left the room for deliberation and voting in the matter concerning R.J.V., DLSC Case Number 23 MED 428.)

Petition for Authorization to Request Extension of Time

23 MED 015 – A.S.

MOTION: Lubna Majeed-Haqqi moved, seconded by Sumeet Goel, to grant the Petition for Authorization to Request an Extension of Time in the matter of DLSC Case Number 23 MED 015 against A.S. Motion carried unanimously.

CREDENTIALING MATTERS**Waiver of 24 Months of ACGME/AOA Accredited Post-Graduate Training****Choon-Kee Lee, M.D.**

MOTION: Callisia Clarke moved, seconded by Diane Gerlach, to approve the waiver of 24 Months of ACGME/AOA Accredited Post-Graduate Training application of Choon-Kee Lee, M.D. Motion carried unanimously.

Erickson Torio, M.D.

MOTION: Steven Leuthner moved, seconded by Callisia Clarke, to approve the waiver of 24 Months of ACGME/AOA Accredited Post-Graduate Training application of Erickson Torio, M.D. Motion carried unanimously.

Sherry Wang, M.D.

MOTION: Emily Yu moved, seconded by Callisia Clarke, to approve the waiver of 24 Months of ACGME/AOA Accredited Post-Graduate Training application of Sherry Wang, M.D. Motion carried unanimously.

(Derrick Siebert excused at 10:15 a.m.)

Application Review**Joseph Verzwylt, M.D. – Medicine and Surgery Renewal Applicant**

MOTION: Sumeet Goel moved, seconded by Steven Leuthner, to request the deferred prosecution agreement for Joseph Verzwylt's felony charge. Motion carried unanimously.

MOTION: Sumeet Goel moved, seconded by Gregory Schmeling, to recommend Joseph Verzwylt voluntarily enter the Professional Assistance Procedure (PAP) program. Motion carried unanimously.

(Derrick Siebert arrived at 10:50 a.m.)

(Callisia Clarke excused at 11:16 a.m.)

DELIBERATION ON REVIEW OF ADMINISTRATIVE WARNINGS**10:00 A.M. APPEARANCE: Julie Zimmer, DLSC Attorney; John R. Zwieg, Attorney for Respondent; C.B.S., Respondent: WARN00001686 – 22 MED 466 – C.B.S.**

MOTION: Sumeet Goel moved, seconded by Diane Gerlach, to rescind the issuance of the administrative warning in the matter of C.B.S., DLSC Case Number 22 med 466 and to close this matter for Prosecutorial Discretion (P2). Motion carried.

(Gregory Schmeling recused themselves and left the room for deliberation and voting in the matter concerning C.B.S., DLSC Case Number 22 MED 466.)

RECONVENE TO OPEN SESSION

MOTION: Diane Gerlach moved, seconded by Lubna Majeed-Haqqi, to reconvene to Open Session. Motion carried unanimously.

The Board reconvened to Open Session at 11:21 a.m.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

MOTION: Sumeet Goel moved, seconded by Steven Leuthner, to affirm all motions made and votes taken in Closed Session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)

DELEGATION OF RATIFICATION OF EXAMINATION RESULTS AND RATIFICATION OF LICENSES AND CERTIFICATES

MOTION: Gregory Schmeling moved, seconded by Sumeet Goel, to delegate ratification of examination results to DSPS staff and to ratify all licenses and certificates as issued. Motion carried unanimously.

ADJOURNMENT

MOTION: Gregory Schmeling moved, seconded by Lubna Majeed-Haqqi, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:24 a.m.