

**VIRTUAL/TELECONFERENCE  
MEDICAL EXAMINING BOARD  
MEETING MINUTES  
JANUARY 15, 2025**

**PRESENT:** Milton Bond, Jr. (*excused at 9:42 a.m.*) (*arrived at 9:47 a.m.*); Clarence Chou, M.D.; Callisia Clarke, M.D. (*arrived at 8:01 a.m.*) (*excused at 8:59 a.m.*); Kris Ferguson, M.D.; Diane Gerlach, D.O.; Sumeet Goel, D.O., Stephanie Hilton; Steven Leuthner, M.D.; Lubna Majeed-Haqqi, M.D.; Gregory Schmeling, M.D.; Derrick Siebert, M.D.; Emily Yu, M.D.

**ABSENT:** Carmen Lerma

**STAFF:** Tom Ryan, Executive Director; Renee Parton, 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 8:00 a.m. A quorum was confirmed with eleven (11) members present.

(*Callisia Clarke arrived at 8:01 a.m.*)

**ADOPTION OF AGENDA**

**Amendment to the Agenda**

- **CHANGE** number of oral interviews from two (2) to one (1)

**MOTION:** Sumeet Goel moved, seconded by Emily Yu, to adopt the Agenda as amended. Motion carried unanimously.

**APPROVAL OF MINUTES OF DECEMBER 18, 2024**

**MOTION:** Gregory Schmeling moved, seconded by Diane Gerlach, to approve the Minutes of December 18, 2024 as published. Motion carried.

**INTRODUCTIONS, ANNOUNCEMENTS AND RECOGNITION**

**Introduction and Welcome – DSPS Secretary Hereth**

**MOTION:** Lubna Majeed-Haqqi moved, seconded by Sumeet Goel, to acknowledge and thank Secretary Hereth for their appearance to the Board. Motion carried unanimously.

## ADMINISTRATIVE MATTERS

**Election of Officers, Appointment of Liaisons and Alternates, Delegation of Authorities*****Chairperson***

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

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

Gregory Schmeling was elected as Chairperson by unanimous voice vote.

***Vice Chairperson***

**NOMINATION:** Gregory Schmeling 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:** Gregory Schmeling nominated Emily Yu for the Office of Secretary. Emily Yu accepted the nomination.

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

Emily Yu was elected as Secretary by unanimous voice vote.

ELECTION RESULTS	
<b>Chairperson</b>	Gregory Schmeling
<b>Vice Chairperson</b>	Sumeet Goel
<b>Secretary</b>	Emily Yu

**MOTION:** Sumeet Goel moved, seconded by Lubna Majeed-Haqqi, to thank Clarence Chou for his past leadership as Chairperson of this Board and his continued service. Motion carried unanimously.

Appointment of Liaison and Alternates

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

OTHER APPOINTMENTS	
<b>Council on Anesthesiologist Assistants</b>	Kris Ferguson
<b>Interdisciplinary Advisory Committee</b>	Gregory Schmeling <i>Alternate: Emily Yu</i>
<b>Interstate Medical Licensure Compact Commission (IMLCC) Representatives</b>	Clarence Chou, Tom Ryan <i>Alternate: Gregory Schmeling</i>

**Delegation of Authorities****Delegation to Approve the Disciplinary Case Report**

**MOTION:** Sumeet Goel moved, seconded by Lubna Majeed-Haqqi, to authorize the Chairperson (or, in the absence of the Chairperson, the highest-ranking officer or longest serving Board member in that succession) to review and approve the disciplinary case report required by Wis. Stat. § 448.14, for filing with the Legislature. Motion carried unanimously.

**Delegation to Approve the Interstate Medical Licensure Compact Report**

**MOTION:** Steven Leuthner moved, seconded by Emily Yu, to authorize the Chairperson (or, in the absence of the Chairperson, the highest-ranking officer or longest serving Board member in that succession) to review and approve the interstate medical licensure compact investigations and rules report required by Wis. Stat. § 448.981(5), for filing with the Legislature. Motion carried unanimously.

**Opioid Abuse Report Liaison(s) Delegation**

**MOTION:** Emily Yu moved, seconded by Diane Gerlach, to delegate authority to the Chairperson (or, in the absence of the Chairperson, the highest-ranking officer or longest serving Board member in that succession), to review and approve the opioid abuse report required by Wis. Stat. § 440.035(2m)(c)1, for filing with the Legislature. Motion carried unanimously.

*(Callisia Clarke excused at 8:59 a.m.)*

**Delegation to Department Attorneys to Approve Prior Discipline**

**MOTION:** Sumeet Goel moved, seconded by Steven Leuthner, to delegate authority to Department Attorneys to approve an applicant's prior professional discipline which resulted in a forfeiture/fine/other monetary penalty, remedial education, and/or reprimand, that is 10 years old or older, and the previously disciplined credential is currently in good standing. Motion carried unanimously.

**Delegation of Authority for Conviction Reviews**

**MOTION:** Clarence Chou moved, seconded by Diane Gerlach, to delegate authority to the Department Attorneys to review and approve applications with convictions which are not substantially related to the practice of medicine. Motion carried unanimously.

**Delegation to Handle Administrative Rule Matters**

**MOTION:** Sumeet Goel moved, seconded by Lubna Majeed-Haqqi, to delegate authority to the Chairperson (or, in the absence of the Chairperson, the highest-ranking officer or longest serving Board member in that succession), to act on behalf of the Board or appoint a liaison to act on

behalf of the Board regarding administrative rule matters between meetings. Motion carried unanimously.

### **Controlled Substances Board Liaison**

**MOTION:** Emily Yu moved, seconded by Steven Leuthner, to designate the Controlled Substances Board liaison to act as the representative on the Controlled Substances Board on behalf of the Chairperson. Motion carried unanimously.

### **Review and Approval of 2024 Delegations including new modifications**

**MOTION:** Lubna Majeed-Haqqi moved, seconded by Milton Bond Jr., to reaffirm all delegation motions made in 2024, as reflected in the January 15, 2025 agenda materials, which were not otherwise modified or amended during the January 15, 2025 meeting. Motion carried unanimously.

### **ADMINISTRATIVE RULE MATTERS**

#### **Preliminary Rule Draft: PA 1 to 4, Relating to Implementation of the Physician Assistant Licensure Compact**

**MOTION:** Sumeet Goel moved, seconded by Milton Bond Jr., to designate Emily Yu to review the rule on PA 1 to 4, Relating to the Physician Assistant Licensure Compact. Motion carried unanimously.

*(Milton Bond Jr. excused at 9:42 a.m.)*

**MOTION:** Steven Leuthner moved, seconded by Lubna Majeed-Haqqi, to affirm the Board was presented the proposed rule on PA 1 to 4, relating to Implementation of the Physician Assistant Licensure Compact. Motion carried unanimously.

*(Milton Bond Jr. arrived at 9:47 a.m.)*

### **FEDERATION OF STATE MEDICAL BOARDS (FSMB) MATTERS**

#### **Consider Attendance: FSMB Annual Meeting, April 24-26, 2025, in Seattle, WA**

**MOTION:** Emily Yu moved, seconded by Diane Gerlach, to authorize Gregory Schmeling to attend the 2025 FSMB Annual Meeting as the Board's voting delegate, to authorize Sumeet Goel to attend as the alternate delegate, Clarence Chou to attend as the second alternate, and to authorize the Staff Fellow and Milton Bond Jr. to attend. Motion carried unanimously.

### **CLOSED SESSION**

**MOTION:** Diane Gerlach 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.). Gregory Schmeling, 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; Kris Ferguson-yes; Diane Gerlach-yes; Sumeet Goel-yes; Stephanie Hilton-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 10:03 a.m.

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

### **Proposed Stipulations, Final Decisions and Orders**

#### ***22 MED 305 – Jennifer A. Hussli***

**MOTION:** Diane Gerlach moved, seconded by Milton Bond Jr., to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Jennifer A. Hussli, DLSC Case Number 22 MED 305. Motion carried unanimously.

#### ***23 MED 199 – Ryan N. Chellin***

**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 Ryan N. Chellin, DLSC Case Number 23 MED 199. Motion carried unanimously.

#### ***23 MED 384 – Karen S. Caldemeyer***

**MOTION:** Diane Gerlach moved, seconded by Lubna Majeed-Haqqi, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Karen S. Caldemeyer, DLSC Case Number 23 MED 384. Motion carried unanimously.

#### ***23 MED 532 – Lyle M. Harrison***

**MOTION:** Lubna Majeed-Haqqi moved, seconded by Emily Yu, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Lyle M. Harrison, DLSC Case Number 23 MED 532. Motion carried unanimously.

**24 MED 0175 – Benjamin J. Hackett**

**MOTION:** Steven Leuthner moved, seconded by Clarence Chou, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Benjamin J. Hackett, DLSC Case Number 24 MED 0175. Motion carried unanimously.

**24 MED 0388 – Alyssa R. Kuhse**

**MOTION:** Stephanie Hilton moved, seconded by Diane Gerlach, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Alyssa R. Kuhse, DLSC Case Number 24 MED 0388. Motion carried unanimously.

**Complaints****23 MED 377 – K.C.H.**

**MOTION:** Clarence Chou moved, seconded by Sumeet Goel, to find probable cause in DLSC Case Number 23 MED 377, to believe that K.C.H. has committed unprofessional conduct, and therefore, to issue the Complaint and hold a hearing on such conduct pursuant to Wis. Stat § 448.02(3)(b). Motion carried unanimously.

*(Diane Gerlach recused herself and left the room for deliberation and voting in the matter concerning K.C.H., DLSC Case Number 23 MED 377.)*

**23 MED 594 – W.C.Y.**

**MOTION:** Clarence Chou moved, seconded by Emily Yu, to find probable cause in DLSC Case Number 23 MED 594, to believe that W.C.Y. has committed unprofessional conduct, and therefore, to issue the Complaint and hold a hearing on such conduct pursuant to Wis. Stat § 448.02(3)(b). Motion carried unanimously.

*(Gregory Schmeling recused themselves and left the room for deliberation and voting in the matter concerning W.C.Y., DLSC Case Number 23 MED 594.)*

**Case Closings**

**MOTION:** Clarence Chou moved, seconded by Steven Leuthner, to close the following DLSC Cases for the reasons outlined below:

- a) 23 MED 192 – J.J.S. – Insufficient Evidence
- b) 23 MED 463 – J.H.K. – No Violation
- c) 23 MED 510 – I.S. – Prosecutorial Discretion (P1)
- d) 24 MED 0126 – C.A.C. – No Violation
- e) 24 MED 0179 – E.W.L. – No Violation
- f) 24 MED 0185 – A.S. – Insufficient Evidence

Motion carried unanimously.

**CREDENTIALING MATTERS****Application Review*****J.G.D. – Respiratory Care Practitioner Renewal Applicant (IA 374331)***

**MOTION:** Sumeet Goel moved, seconded by Steven Leuthner, finds grounds exist to deny the Respiratory Care Practitioner renewal application of J.G.D., and offer them a limited license with the following conditions: five (5) year impairment order. **Reason for Denial:** Wis. Stat. § 448.06(1m) and (2). Motion carried unanimously.

**RECONVENE TO OPEN SESSION**

**MOTION:** Lubna Majeed-Haqqi moved, seconded by Stephanie Hilton, to reconvene to Open Session. Motion carried unanimously.

The Board reconvened to Open Session at 10:53 a.m.

**VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION**

**MOTION:** Lubna Majeed-Haqqi moved, seconded by Sumeet Goel, 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:** Milton Bond Jr. moved, seconded by Emily Yu, to delegate ratification of examination results to DSPS staff and to ratify all licenses and certificates as issued. Motion carried unanimously.

**ADJOURNMENT**

**MOTION:** Lubna Majeed-Haqqi moved, seconded by Steven Leuthner, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:55 a.m.