

PTSOP minutes – October 11, 2019

Attendees:

Nicole Cairns  
Stacie Crandall  
Eric Smith  
Susan Jackson  
Reggie Morgan  
Absent:  
Shawn Kassner  
Amanda Fehr  
Stacie Fry  
Dixie Marlin

Documents distributed prior to the meeting –

- PTSOP Minutes 9.13.19
- SOP 4-107 – track changes 7-18-19-PolicyReview-8-16-19 – revised 10.10.19
- 20957105 – SOP 4-105 – draft review 10.11.19

Meeting was called to order at 1:00 PM (Eastern Time)

1. Minutes from 9/13/19 were reviewed. Amend Line 3.b.v. - Add “to be” after “Edits”. Nicole motioned to approve the amended minutes from 9/13/19. Reggie seconded the motion. The motion was voted on and approved by all present.
2. SOP 4-107 – track changes 7-18-19-PolicyReview-8-16-19 – revised 10.10.19
  - a. Reviewed additional (highlighted green) edits made to sections 7.0, 9.3, 11.3, and 16.0.
  - b. After further review of Section 11 comment from Policy review and the section 11.3 subsequent addition language from the last meeting, the subcommittee decided to remove the new section 11.3 language and the reference to 11.3 in section 16.0. The subcommittee members felt that the best place for the Policy committee comment to be addressed was SOP 1-104 (as noted in the Policy committee comment).
  - c. Section 12.1 – Add “and PTPAs” after “PT Providers”.
3. 20957105 – SOP 4-105 – draft review 10.11.19
  - a. Reviewed 10.11.19 draft against the 9.11.19 email from Ilona that contained TNI Board comments from January 2018. TNI Board comments were as follows:
    - i. Section 5.3 – doesn’t really define what “conflict of interest” means. When someone serves on a body, they inherently have some sort of an interest that they are representing, and they automatically have a conflict of interest. Section 3 references POL 1-101 Conflict of Interest. We can reference this document in Section 5.3. This is an editorial change.
    - ii. Section 5.1 – the first two sentences don’t seem to be that different. The second sentence can be deleted.
    - iii. Section 6.3.3.2 – remove the word “negative” and replace it with “veto”.
    - iv. Section 6.3.3.4 – change “it” after the comma to “the committee”.
  - b. Discussed each item.
    - i. Section 5.3– Edit made to section to address.
    - ii. Section 5.1 – Edit made to section to address.
    - iii. Section 6.3.3.2 – Edit made to section to address.
    - iv. Section 6.3.3.4 – Edit made to section to address.
4. Next meeting to take place on Friday, November 8<sup>th</sup>.
5. Meeting adjourned at 1:35 p.m.

Respectfully submitted  
Eric Smith