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**Board Members**

President

Karen Brandon, DSc P.T.

Vice-President

Samuel Qiu

Members

Karen Brandon, DSc P.T.

Dayle C. Armstrong, PhD., P.T., MS, DPT

Tala Khalaf, PT, DPT, OMPT

Tonia McMillian

Samuel Qiu

Vacant, PT Member

Vacant, Public Member

**Physical Therapy Board of California  
Adopted Meeting Minutes**

December 11-12, 2025 9:00 a.m.

**Department of Consumer Affairs  
2005 Evergreen St., Hearing Room  
Sacramento, CA 95815**

**Board Staff**

Jason Kaiser, Executive Officer

Sarah Conley, Assistant Executive

Officer

Brooke Arneson, Specialist

Liz Constancio, Manager

Valerie Kearney, Manager

Carole Phelps, Manager

2 For the sake of clarity, agenda items discussed during the meeting follow their original  
3 order on the agenda in these minutes though some agenda items may have been taken  
4 out of order during the meeting.

5

6

**Thursday, December 11, 2025**

7

8

**1. Call to Order**

9

10

The Physical Therapy Board of California (Board) meeting was called to order  
by President Brandon at 9:00 a.m. and recessed at 3:48 p.m.

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**2. Roll Call and Establishment of Quorum**

14

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Brandon – Present

16

Qiu- Present

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Armstrong- Present

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Khalaf – Present

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McMillian - Present

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All Members were present, and a quorum was established. Also present at the  
meeting were: Jason Kaiser, Executive Officer, Michael Kanotz, PTBC Legal  
Counsel, Sarah Conley, Assistant Executive Officer; Brooke Arneson,  
Legislation and Regulation Manager; Carole Phelps, Enforcement Manager;  
and Board staff: Kim Rozakis, and April Beauchamps.

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28 **3. Reading of the Board’s Mission Statement**

29  
30 Dr. Khalaf read the Board’s mission statement: To protect the people of  
31 California by the effective administration of the Physical Therapy Practice Act.  
32

33 **4. Special Order of Business**

34 (A) Petition for Modification/Termination of Probation – Scott Wai-Ho  
35 Kwan, PT  
36

37 After submission of the matter, the Board convened in CLOSED  
38 SESSION to deliberate on the petition pursuant to Government Code  
39 section 11126(c)(3)

40  
41 **5. Review and Approval of September 23-24, 2025, Meeting Minutes**

42  
43 This matter was tabled. The September 23-24, 2025 meeting minutes will be  
44 reviewed and approved at the March 2026 meeting.  
45

46 **6. President’s Report**

47  
48 (A) 2025 Adopted Meeting Calendar  
49

50 Dr. Brandon thanked Mr. Kanotz, PTBC Legal Counsel, for his flexibility  
51 in supporting the Board while serving several boards throughout  
52 Northern and Southern California.  
53

54 Dr. Brandon also thanked Board members for their availability, both for  
55 phone calls and for participating in committee meetings via Zoom.  
56

57 (B) 2026 Proposed Meeting Calendar

58 **MOTION:** Adopt the proposed 2026 Meeting Calendar

59  
60 **M/S:** Dr. Brandon/Mr. Qiu

61  
62 **VOTE:** Brandon- Aye  
63 Qiu- Aye  
64 Armstrong- Aye  
65 Khalaf-Aye

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McMillian - Aye  
5-0 Ayes, Motion Carried

(C) Committee Updates

Mr. Qiu provided an update on the Exempt Position Review (EPR) process, noting that it is ongoing. The committee is working with the Office of Human Resources (OHR) to collect information and has begun developing the justification and plan for submission to the Board for approval in March 2026.

Dr. Armstrong provided an update on the Sunset Committee. On November 19, 2025, the Board met to review and revise the Sunset Report, allowing for collaborative input from Board members and the public.

**7. Executive Officer's Report**

(A) Executive Services

Mr. Kaiser reported that Quarter 1 (Q1) has been busy with outreach efforts. There were eight outreach presentations conducted statewide for PT and PTA programs, along with two consumer outreach events held in September 2025. September 2025 also included a five-day series of activities consisting of the California Physical Therapy Association (CPTA) Annual Conference, Expert Consultant training, and a Board meeting. Mr. Kaiser thanked Ms. Beauchamps, Ms. Arneson, Mr. Azar, Ms. Conley, and Ms. Rozakis for their contributions to a successful five-day meeting.

Mr. Kaiser further reported that the student Q&A held during the September 2025 Board meeting at Loma Linda University was very successful. He thanked Dr. Brandon for being an excellent host and for helping to achieve a record level of student attendance.

(B) Administrative Services

Mr. Kaiser stated he will be reporting the Administrative Services report later in the agenda.

102 (C) Licensing Services  
103

104 Mr. Kaiser reported that the Board continues to see an increase in licensure  
105 applications. In Quarter 1 (Q1), applications were up approximately 5%  
106 compared to the previous year; however, in 2025, the increase was 10%. This  
107 increase is largely attributable to a 25% rise in PTA applications.  
108

109 Mr. Kaiser added that in Fiscal Year (FY) 2024/2025, for U.S. graduate  
110 applicants, the average time from application received to license issuance was  
111 73 days for PTs and 95 days for PTAs. He noted that the fixed-date testing  
112 schedule affects these timelines, as exams are offered approximately every 80  
113 to 95 days. Exam failures can add an additional 80 to 95 days to the process,  
114 along with potential delays related to criminal history disclosures and other  
115 common application deficiencies.  
116

117 Mr. Kaiser shared that, on average, approximately 30 days of the licensure  
118 process are within the Board's control. For PT applicants, 27 days are under  
119 Board control and 46 days are within the applicant's control, for a total average  
120 processing time of 73 days. For PTA applicants, 35 days are under Board  
121 control and 60 days are within the applicant's control, for a total average  
122 processing time of 95 days. Mr. Kaiser clarified that time within the applicant's  
123 control may also include waiting for the next available examination date.  
124

125 Mr. Kaiser added that, with the influx of new PTA programs and the increase in  
126 PTA applications, the Board is at a point where it must consider additional  
127 staffing resources to process PTA applications at the same rate as PT  
128 applications.  
129

130 Mr. Kaiser shared application processing time statistics, reporting that 29% of  
131 applications were issued within 30 days, and an additional 39% were issued  
132 within 60 days, meaning that 68% of applications were processed within 60  
133 days. An additional 12% were issued within 90 days, and 8% were issued within  
134 120 days. The remaining 12% were issued after more than 120 days. Mr.  
135 Kaiser noted that applications issued after 120 days were often due to  
136 applicants not passing the examination on the first attempt or not sitting for the  
137 first available examination date.  
138

139 Mr. Kaiser added that for Fiscal Year (FY) 2024/2025 PT license issuances,  
140 25% of PT applicants received Physical Therapist License Applicant (PTLA)

141 status, and 35% of PTA applicants received PTLA status. The average number  
142 of days from PTLA status being granted to license issuance was 67 days for  
143 PT applicants and 59 days for PTA applicants.  
144

145 Dr. Khalaf asked about the target turnaround time from when an applicant  
146 submits a license application to when the license is issued. Mr. Kaiser  
147 responded that the Board has internal turnaround time goals of 45 days for one  
148 category and 90 days for the other. He explained that these categories are  
149 measured based on the timeframes within the Board's control versus  
150 timeframes requiring applicant action to address deficiencies or other  
151 requirements.  
152

153 Dr. Brandon asked how many analysts are dedicated to processing foreign-  
154 educated applications. Mr. Kaiser responded that there is one Associate  
155 Governmental Program Analyst (AGPA) assigned to foreign-educated  
156 applications. He explained that these applications involve a separate and more  
157 in-depth review process, as foreign applicants are often required to complete a  
158 9-month clinical component, which impacts overall processing timeframes.  
159

160 (D) Consumer Protection Services

161 Mr. Kaiser shared that the new SharePoint workflow has been efficient,  
162 allowing him to review and complete outstanding requests and provide  
163 feedback to analysts directly within SharePoint.

164 Mr. Kaiser thanked Mr. Azar for a successful transition to SharePoint and for  
165 his willingness to work closely and collaboratively with staff.

166 **8. Discussion and Possible Board Action Regarding the Sunset Review**  
167 **Subcommittee's Recommendation on Issues to be Identified in the Sunset**  
168 **Review Report**

169 PTBC staff presented the issues to be addressed in the draft Sunset Review  
170 Report to the Board for further review. The Board provided edits and feedback  
171 throughout the Sunset Review Report Issues Section which were made during  
172 the meeting.  
173

174 **9. Review, Discussion and Possible Board Action on the Board's Sunset**  
175 **Review Report**

176 PTBC staff presented the draft Sunset Review Report to the Board for review.

177 Mr. Kaiser thanked the Sunset Committee for their feedback. The Board  
178 provided edits throughout the Sunset Review Report which were made during  
179 the meeting.

180  
181 Dr. Armstrong thanked Mr. Kaiser, Ms. Conley and Mr. Azar for all their work on  
182 the edits.  
183

184 **MOTION:** Approve the 2026 Sunset Review Report of the  
185 Physical Therapy Board of California, as revised  
186 on December 11, 2025; authorize the Executive  
187 Officer to make any technical or substantive  
188 edits to the package; and direct the Executive  
189 Officer to submit the report to the California  
190 Legislature at the appropriate time and to  
191 respond to legislative inquiries regarding the  
192 report.  
193

194 **M/S:** Armstrong/Khalaf

195  
196 **VOTE:** Brandon- Aye  
197 Qiu- Aye  
198 Armstrong- Aye  
199 Khalaf-Aye  
200 McMillian - Aye  
201 5-0 Ayes, Motion Carried  
202

203 **10. Executive Services Update**

204 **(A) Legislation Report**

205 2025/26 Legislative Session Summary  
206

207 Ms. Arneson reported that the Board concluded the 2025 legislative year,  
208 marking the first half of the two-year legislative session. The Legislature  
209 adjourned on September 12, 2025, with October 12, 2025, as the deadline  
210 for the Governor to act on bills. Laws enacted during this session will take  
211 effect on January 1, 2026, and the Legislature will reconvene on January  
212 5, 2026.

213  
214 Ms. Arneson noted that legislative activity in California has remained  
215 steady and consistent. In 2025, the Governor signed 794 bills and vetoed  
216 123 bills, maintaining an approximate 15 percent veto rate. This aligns

217 with trends observed over the past four years, during which veto rates  
218 generally ranged between 14 and 16 percent, with the exception of 2023,  
219 when the rate dipped to approximately 7–8 percent.

220  
221 Ms. Arneson shared that the Board took support positions on three bills  
222 during the session. Two bills were signed into law: AB 1009 (Teacher  
223 Credentialing for OTs and PTs) and SB 470 (Teleconferencing). One bill,  
224 AB 574 (Prior Authorization for PT), was vetoed.

225  
226 **AB 224 (Bonta) Health Care Coverage: Essential Health Benefits**

227  
228 Ms. Arneson shared this bill was signed into law as Chapter 680. Beginning  
229 in 2027, California’s benchmark plan will expand to include infertility  
230 services, hearing aids, and durable medical equipment such as walkers,  
231 wheelchairs, and scooters. For physical therapy services, this expansion is  
232 significant because it improves patient access to mobility devices and  
233 related equipment, reducing barriers to rehabilitation and supporting better  
234 therapy outcomes.

235 This bill is a companion bill to SB 62.

236 **AB 489 (Bonta) Health Care Professions: Deceptive Terms or Letters:**  
237 **Artificial Intelligence**

238  
239 Ms. Arneson added this bill was signed into law as Chapter 615. This bill  
240 prohibits AI systems from misrepresenting themselves as licensed  
241 healthcare professionals. This measure is intended to protect patients  
242 from confusion or potential harm by ensuring that only qualified providers  
243 deliver health care services.

244 **AB 574 (González) Prior Authorization: Physical Therapy**

245  
246 Ms. Arneson added the Board does have a support position on this bill and  
247 was vetoed. The Governor vetoed this bill noting that he had already signed  
248 SB 306, which establishes a broader, data-driven reform of prior  
249 authorization across all health services. The Governor explained that it  
250 would be premature to create a specific exemption for physical therapy until  
251 SB 306 is fully implemented.

252  
253 **AB 742 (Elhawary) DCA: Licensing: Applicants Who Are**  
254 **Descendants of Slaves**

255

256 Ms. Arneson shared this bill was vetoed and would have required boards  
257 under DCA, including PTBC, to prioritize licensure for descendants of  
258 American slaves. The Governor expressed concerns about fairness in  
259 implementation and the potential resource impacts of creating a new  
260 licensing pathway.

261  
262 **AB 1009 (Blanca Rubio) Teacher Credentialing: Administrative**  
263 **Services Credential: Occupational and Physical Therapists**  
264

265 Ms. Arneson shared the Board took a support position on this bill, which  
266 was signed into law as Chapter 629. This bill authorizes licensed  
267 occupational and physical therapists with at least three years of  
268 school-based experience to qualify for a preliminary services credential in  
269 administration.

270  
271 **SB 62 (Menjivar) Health Care Coverage: Essential Health Benefits**  
272

273 Ms. Arneson shared this bill was signed into law as Chapter 680. Beginning  
274 in 2027, California's benchmark plan will expand to include infertility  
275 services, hearing aids, and durable medical equipment such as walkers,  
276 wheelchairs, and scooters. For physical therapy services, this expansion is  
277 significant because it improves patient access to mobility devices and  
278 related equipment, reducing barriers to rehabilitation and supporting better  
279 therapy outcomes.

280 This bill is a companion bill to AB 224.  
281

282 **SB 470 (Laird) Bagley-Keene Open Meeting Act: Teleconferencing**  
283

284 Ms. Arneson added this bill was supported by the Board and signed into law  
285 as Chapter 222, this measure extends teleconference authority for state  
286 boards and commissions until 2030. It provides continued flexibility for  
287 public meetings, improving access and participation.

288 **SB 518 (Pierson) Descendants of Enslaved Persons: Reparations**  
289

290 Ms. Arneson shared this bill was signed into law as Chapter 586, and this  
291 measure establishes a new bureau within the Department of Justice to  
292 advance reparations and equity initiatives for descendants of American  
293 slavery.

294 **SB 641 (Ashby) DCA and Department of Real Estate: States of**  
295 **Emergency: Waivers and Exemptions**

296  
297 Ms. Arneson added this bill was vetoed by the Governor. It would have  
298 authorized DCA boards, including Physical Therapy Board of California  
299 (PTBC), to waive certain licensing requirements during declared states of  
300 emergency. In his veto message, the Governor noted that the proposal was  
301 overly broad and not sufficiently tailored to specific emergency  
302 circumstances.

303 **(B) Legislation Report**

304 **Rulemaking Report** – Brooke Arneson

305 2025 Rulemaking Update for Pending or Proposed Regulations

306 (1) Update Regarding the Development of Possible  
307 Amendments to the Board’s Continuing Competency  
308 Regulations  
309

310 Ms. Arneson provided an update on the Continuing Competency regulation  
311 proposals, which would amend California Code of Regulations (CCR)  
312 sections 1399.90–1399.99 to strengthen compliance with continuing  
313 competency requirements. She reported that staff is in the initial phase of  
314 development and is gathering workforce and program data to support the  
315 creation of two separate regulatory packages: one focusing on continuing  
316 competency program requirements and compliance standards, and a  
317 second package establishing a per-course fee structure for approval  
318 agencies.  
319

320 Ms. Arneson added that Continuing Competency staff are currently  
321 conducting a fee study in collaboration with the Department of Consumer  
322 Affairs (DCA) to establish a per-course fee for approval agencies, ensuring  
323 the program is adequately supported.  
324

325 **(C) Discussion and Possible Board Action on the 2026 Rulemaking**  
326 **Calendar**

327  
328 Ms. Arneson reported that the Board will not be submitting any proposed  
329 rulemaking under Schedule A.  
330

331 Ms. Arneson stated that the Board intends to move forward with the  
332 Continuing Competency regulations and anticipates developing two  
333 separate regulatory packages under Schedule B.  
334

335 She explained that the first package will address program requirements and  
336 compliance standards, and the second package will establish approval  
337 agency fees. Both packages are planned for Board adoption in December

338 2026, with a projected public notice date of March 2027 and a projected  
339 Office of Administrative Law (OAL) review date of September 2027.

340  
341 Ms. Arneson noted that these projected dates are estimates and are subject  
342 to change.

343  
344 **MOTION:** Adopt 2026 Rulemaking Calendar  
345

346 **M/S:** Armstrong/Brandon  
347

348 **VOTE:** Brandon- Aye  
349 Qiu- Aye  
350 Armstrong- Aye  
351 Khalaf-Aye  
352 McMillian - Aye  
353 5-0 Ayes, Motion Carried

354  
355 **(D) Communication & Education Update**  
356

357 Ms. Beauchamps presented the Outreach Report. She reported that during  
358 Quarter 1 (Q1) of Fiscal Year (FY) 2025/2026, the Board conducted 8 virtual  
359 and in-person workshops for physical therapist (PT) and physical therapist  
360 assistant (PTA) programs and expanded its outreach efforts to consumer-  
361 focused events. The Board attended 2 health events hosted by Placer  
362 Protect in Roseville, California, on September 11, 2025, and a Senior Health  
363 Fair in Sacramento, California, on September 13, 2025. Additionally, the  
364 Board attended the Annual California Physical Therapy Association (CPTA)  
365 Conference in Palm Springs, California, held from September 20 through  
366 September 21, 2025.

367  
368 Dr. Khalaf asked why there was a decrease in overall social media activity.  
369 Ms. Beauchamps responded that fluctuations depend on the activities  
370 occurring during that time of year compared to the same period in the prior  
371 year.

- 372  
373 **11. Administrative Services Update – Liz Constancio**  
374 (A) Program Updates  
375 (B) Statistical Updates  
376

377 Mr. Kaiser reported that during Quarter 1 (Q1), the Board expended \$2,264,393,  
378 compared to \$2,159,836 during the same period in Fiscal Year (FY) 2024/2025.  
379 During Q1, the Board collected \$2,249,673 in revenue, reflecting a 12.1%  
380 decrease from the FY 2024/2025 total of \$2,557,953.

381  
382 Mr. Kaiser added that he anticipates a need for additional staffing in both  
383 Application Licensing Services and Consumer Protection Services. He noted  
384 that discussions regarding increasing the statutory caps are timely and have  
385 become more apparent each fiscal year.

386  
387 Ms. Kaiser stated that over the past five years, the Board has operated within  
388 its means and has consistently collected more revenue than it has spent.

389  
390 Dr. Brandon asked why the cite and fine line item had increased. Mr. Kaiser  
391 responded that while the Board does not issue citations in high volume, some  
392 citations carry significant fines. In prior years, citations may not have been paid  
393 timely; however, this year citations may have been paid and collected within the  
394 same issuance year.

395  
396 Dr. Brandon also asked why fingerprint costs had doubled. Mr. Kaiser explained  
397 that fingerprint costs are paid directly by applicants, but the Board maintains a  
398 budgetary buffer in the event that application volume is insufficient to cover  
399 Department of Justice costs, allowing the Board to pay any remaining balance  
400 from that allocation.

401

402 **12. Licensing Services Update**

403 (A) Program Updates

404 (B) Statistical Updates

405

406 Mr. Row, Applications Licensing Services Lead, reported that initial license  
407 applications received increased by 8% from Quarter 1 (Q1) of Fiscal Year (FY)  
408 2024/2025 to Q1 of FY 2025/2026. Physical Therapist (PT) initial applications  
409 increased by 3%, while Physical Therapist Assistant (PTA) applications  
410 increased by 23% compared to Q1 of the prior fiscal year. U.S.-educated PT  
411 applications increased by 2 %, and U.S.-educated PTA applications increased  
412 by 25% over Q1 of FY 2024/2025.

413

414 Mr. Row added that foreign-educated applications received during Q1 of FY  
415 2025/2026 increased by 9%, and endorsement applications increased by 20%

416 during the same period. Military applications received decreased by 19%  
417 compared to Q1 of FY 2024/2025.

418  
419 Mr. Row shared that of the 896 initial applications received, 94% were from  
420 U.S.-educated applicants, with 70% applying by examination and 30% applying  
421 by endorsement. Foreign-educated and military applications accounted for 6%  
422 and 2%, respectively. Average processing times for initial license applications  
423 were 22 days for U.S.-educated applicants, 62 days for foreign-educated  
424 applicants, and 5 days for military applicants. The target turnaround time for  
425 complete applications is 45 days for applications by endorsement and 90 days  
426 for new graduate applications.

427  
428 Mr. Row also reported that License Maintenance received and completed 18  
429 retired status requests during Q1 of FY 2025/2026, with an average processing  
430 time of one day. This reflects no percentage change, as 18 retired status  
431 requests were also received during Q1 of FY 2024/2025.

432  
433 Mr. Argento, Analyst with the Continuing Competency Program, reported that  
434 during Q1 of FY 2025/2026, the Continuing Competency Program audited 107  
435 PT licensees, resulting in a 91% pass rate, a slight decrease from the 94%  
436 pass rate during the same period in FY 2024/2025. For PTAs, 29 licensees  
437 were audited in Q1 of FY 2025/2026, achieving a 93% pass rate, an  
438 improvement from the 85% pass rate during Q1 of FY 2024/2025.

439  
440 Mr. Argento added that staff completed the Approval Agency information  
441 reconciliation that began in May 2025. Following the removal of inactive  
442 agencies and the addition of two new agencies, the Board now has 124  
443 Approval Agencies. Staff anticipates initiating Approval Agency audits on July  
444 1, 2026.

445  
446 Lastly, Mr. Argento shared that in preparation for the upcoming Continuing  
447 Competency Approval Agency fee regulatory proposal, Board staff have been  
448 working with the Department of Consumer Affairs (DCA) to conduct a workload  
449 study. The study will establish the program's actual operating costs, and the  
450 proposed fee will not exceed those costs.

451

452 **13. Consumer Protection Services Update**

453 (A) Program Updates

454 (B) Statistical Updates

455 Ms. Phelps, Consumer Protection Services (CPS) Manager, reported that in  
456 Quarter 1 (Q1) of Fiscal Year (FY) 2025/2026, the CPS Unit continues to benefit  
457 from tools available through the SharePoint platform, which assist staff in  
458 performing their duties and improving efficiency.

459 Ms. Phelps shared that CPS management and staff continue to work this quarter  
460 to review annual statistics and update Breeze case entries and written  
461 enforcement procedures to assist the Department of Consumer Affairs (DCA) in  
462 its efforts to develop streamlined, department-wide statistical reports. In some  
463 instances, the Board revised its procedures to align with DCA reporting  
464 parameters while accounting for PTBC's unique circumstances.

465 Ms. Phelps stated that the CPS Unit and Board management continue to hold  
466 quarterly meetings with the Division of Investigation (DOI) and the Attorney  
467 General's Office (AG) to discuss outstanding issues and collaborate on effective  
468 case and program management. In coordination with the AG's Office and  
469 Deputy Attorney General (DAG) Liaison John Gatschet, the Board conducted  
470 Expert Consultant Training on September 22, 2025. The training was held in  
471 person at Loma Linda University in conjunction with the September 2025 Board  
472 meeting. 8 expert consultant applicants and 14 current expert consultants  
473 attended the training. The Board's goal is to increase the frequency of expert  
474 consultant trainings to expand its pool of consultants and promote greater  
475 consistency in expert consultant report writing.

476  
477 **14. Probation Monitoring Services Update**

- 478 (A) Program Updates  
479 (B) Statistical Updates

480 Mr. Martin, Probation Monitoring Compliance Monitor for Consumer Protection  
481 Services, reported that during Quarter 1 (Q1) of FY 2025/2026, the number of  
482 licensees on probation decreased from 61 to 59. This total includes probationers  
483 actively serving their probation terms as well as those whose probation is  
484 currently tolled for various reasons.

485 There were 43 probationers actively working in the State of California. In  
486 addition, 5 probationers were tolling while located out of state, meaning they  
487 were not receiving credit toward completion of their probation, and 11  
488 probationers were tolling while located within California due to unemployment  
489 or underemployment.

490 Mr. Martin stated that during the quarter, 2 licenses were placed on probation  
491 and 1 initial probationary license was issued. Additionally, 2 licensees

492 successfully completed probation. No probationers had their licenses revoked,  
493 1 probationer exercised their option to voluntarily surrender their licenses to the  
494 Board. There was also 1 licensee whose license was cancelled after they failed  
495 to renew it for 5 years.

496 Mr. Martin added that of the probationers 11 licensees were enrolled and  
497 actively participating in the Board's Substance Abuse Rehabilitation Program  
498 (Premier). This represents 26% of licensees on probation who were not tolling.  
499 During the quarter, 3 licensees enrolled in the Premier program, and no  
500 licensees completed the program.

501 Mr. Martin reported that there were 3 instances of non-compliance with  
502 probation during the quarter. All were minor violations related to probationers  
503 not being available for their required quarterly interviews with the probation  
504 monitor.

505 Lastly, Mr. Martin shared that there is a error in the Probation Statistics Report  
506 and that the total number of probationers at the end of Fiscal Year (FY)  
507 2024/2025 should be 61, not 71.

508 **15. Closed Session**

509 The Board had no closed session.

510  
511 **16. Public Comment on Items Not on the Agenda**

512  
513 The Board requested public comment on items not on the agenda, and there  
514 was no public comment.

515  
516 **17. Recess**

517 The Board recessed at 3:48 p.m.

518

519

520

521

**Friday, December 12, 2025**

522

523 **18. Call to Order**

524

525 The Physical Therapy Board of California (Board) meeting was called to order  
526 by President Dr. Brandon at 9:06 a.m. and adjourned at 2:24 p.m.

527

528 **19. Roll Call and Establishment of Quorum**

529

530 Brandon – Present

531 Qiu- Present

532 Armstrong- Present

533 Khalaf – Present

534 McMillian - Present

535 All Members were present, and a quorum was established. Also present at the  
536 meeting were: Michael Kanotz, PTBC Legal Counsel; Jason Kaiser, Executive  
537 Officer; Sarah Conley, Assistant Executive Officer; Brooke Arneson, Legislation  
538 and Regulation Manager; Carole Phelps, Enforcement Manager; and Board  
539 staff: Kim Rozakis, April Beauchamps.

540

541 **20. Reading of the Board’s Mission Statement**

542 Mr. Qiu read the Board’s mission statement: To protect the people of California  
543 by the effective administration of the Physical Therapy Practice Act.

544

545 **21. Presentation of the Use of Physical Therapy on Animals**

546 (A) Federation of State Boards of Physical Therapy (FSBPT)

547

548 Ms. Adrian, PT, Director of Professional Standards for the Federation of State  
549 Boards of Physical Therapy, presented an overview of animal physical therapy,  
550 including current statutes and regulations across the country.

551

552 Mr. Kanotz asked whether the physical therapy board or the veterinary board  
553 is responsible for discipline when an individual provides animal physical  
554 therapy. Ms. Adrian responded that in Nevada, disciplinary authority rests with  
555 the veterinary board because a specific certification is issued through that  
556 board. In Colorado and Utah, because animal physical therapy is addressed  
557 directly in the physical therapy statute, disciplinary authority lies with the  
558 physical therapy board. In Nebraska, the credential is issued by the veterinary  
559 board. Ms. Adrian added that the national trend is toward requiring an additional  
560 credential layered onto the physical therapist license; however, Utah does not  
561 follow this model.

562

563 Dr. Brandon asked whether task force materials indicated that responsibility for  
564 the physical therapy intervention should rest with the physical therapist, noting  
565 that supervision levels were not addressed. Ms. Adrian explained that because  
566 animal physical therapy is not an entry-level area of practice, the task force was

567 cautious about defining the role of physical therapist assistants. She noted  
568 there is currently limited data to support specific supervision standards.

569  
570 Dr. Brandon further asked about supervision issues between veterinarians and  
571 physical therapists. Ms. Adrian responded that once a referral is made, the  
572 relationship is similar to that of a physician referring a patient to a physical  
573 therapist.

574  
575 Dr. Khalaf requested clarification regarding differences between Colorado and  
576 Utah. Ms. Adrian explained that both states require, at minimum, medical  
577 clearance from a veterinarian, and Utah additionally requires a formal referral.

578  
579 Dr. Khalaf asked who is responsible for making the diagnosis. Ms. Adrian  
580 stated that diagnosis of the disease or condition is made by the veterinarian  
581 and then communicated to the physical therapist.

582  
583 (B) Animal Physical Therapy Coalition (APTC)

584  
585 Ms. Atlas, a physical therapist and President of the Animal Physical Therapy  
586 Coalition (APTC), presented an overview addressing a more than 20-year  
587 regulatory conundrum that has prevented safe and lawful animal physical  
588 therapy practice in California. She explained why prior regulatory approaches  
589 under the Veterinary Medical Board have failed, outlined a cost-effective and  
590 practical public-protection framework aligned with national standards, and  
591 described how California could readily adopt this model. Ms. Atlas also  
592 highlighted the Board's potential role in addressing the issue through the 2026  
593 Sunset Review process.

594  
595 Dr. Khalaf asked what obstacle the Board was presenting in resolving the issue.  
596 Ms. Atlas responded that the Board has not recognized animal physical therapy  
597 as falling within the practice of physical therapy. She further noted that Mr.  
598 Kaiser stated during Senate informational hearings in August 2025 that he  
599 believed animal physical therapy should instead fall under the Veterinary  
600 Practice Act. Mr. Kanotz added that such a shift would require legislative action.

601  
602 Dr. Moe, a licensed animal physical therapist in Nevada, presented her  
603 personal experience practicing animal physical therapy in both Nevada and  
604 California. Dr. Moe requested that animal physical therapy be included in the  
605 Board's 2026 Sunset Review and recommended statutory authority granting  
606 the Board the ability to regulate qualified physical therapists who provide animal  
607 physical therapy under veterinary medical clearance.

608

609 (C) Representative from the Kentucky Board of Physical Therapy and the  
610 Kentucky Board of Veterinary Examiners

611  
612 Ms. Shane, Executive Director of the Kentucky Board of Veterinary Examiners,  
613 informed the Board that Kentucky currently licenses allied animal health  
614 professional (AAHP) providers only in the areas of animal chiropractic and, as  
615 of 2025, just added equine dental providers. Licensure prerequisites include  
616 completion of a board-approved educational program, review of a national  
617 examination, and passage of a state jurisprudence examination. The Kentucky  
618 Legislature also authorized a limited legacy pathway with a defined application  
619 window, requiring letters of reference and proof of employment in the field, 10  
620 years for animal chiropractors and 5 years for equine dental providers.

621  
622 Ms. Shane emphasized that licensed providers operate under a strictly limited  
623 scope of practice. Prohibited activities include the use of devices such as  
624 lasers, shockwave, ultrasound, electrotherapy, and rehabilitation modalities, no  
625 medical imaging, surgery, prescribing, diagnosis, prognosis, and  
626 recommendations regarding diet or supplements. Equine dental providers are  
627 subject to additional restrictions related to work within the horse's mouth. All  
628 licensed providers are required to maintain medical records, comply with record  
629 retention, access, and privacy requirements, report changes to the Board, and  
630 are subject to compliance monitoring and disciplinary action.

631  
632 Ms. Shane explained that communication with veterinarians is required. While  
633 the Veterinary Board recommends attempting pre-service communication with  
634 the veterinarian holding the veterinarian-client-patient relationship (VCPR),  
635 services are not prohibited if the veterinarian is non-responsive. However, post-  
636 service communication is required within 3 days for animal chiropractors. There  
637 is no supervisory requirement for animal chiropractors, while equine dental  
638 providers are subject to indirect veterinary supervision related to drug sedation.

639  
640 Ms. Shane further stated that disciplinary actions in Kentucky are supported by  
641 an advisory committee structure modeled after Texas. Separate advisory  
642 committees exist for each provider type and are composed of one veterinarian  
643 with expertise in the specialty area and two allied animal health providers.  
644 These committees review legacy applications, grievance cases, and provide  
645 policy recommendations, including suggested statutory or regulatory changes.

646  
647 Ms. Shane noted that since 2020 the Kentucky Board has explored the  
648 inclusion of animal massage therapy providers. Meetings have occurred  
649 separately with the Kentucky Physical Therapy Board and with professional  
650 associations; however, no joint stakeholder process has been initiated. She

651 stated that the Kentucky Legislature would expect coordinated stakeholder  
652 engagement prior to moving forward.

653  
654 Ms. Shane added that a national trend toward regulating allied animal health  
655 professions under veterinary boards is driven in part by reducing consumer  
656 confusion regarding where to file complaints. She stated that veterinarians are  
657 subject-matter experts on animal health, and veterinary boards provide a single  
658 regulatory authority with consistent scope-of-practice limitations.

659  
660 Mr. Curley, Executive Director of the Kentucky Board of Physical Therapy,  
661 stated that Kentucky's Physical Therapy Practice Act explicitly defines physical  
662 therapy as services provided to individuals, individuals are determined to be  
663 human beings and therefore animal physical therapy is not permitted under  
664 Kentucky law.

665  
666 During public comment, Mr. Miller, a veterinarian and Director of Regulatory  
667 Affairs for the California Veterinary Medical Association (CVMA), stated that  
668 CVMA represents more than 12,500 licensed veterinarians in California. He  
669 expressed CVMA's opposition to legislation or regulatory action expanding the  
670 physical therapy scope of practice to include animals without direct veterinary  
671 supervision. He stated that this opposition is based on a minimal and limited  
672 certification course.

673  
674 Mr. Miller further stated that existing certification programs focus primarily on  
675 dogs, while proponents assert competency across approximately 735 animal  
676 species treated by veterinarians. He noted that animal training is not included  
677 in the standardized physical therapy licensing curriculum and asserted that  
678 certification courses alone are insufficient to support independent practice on  
679 animals without veterinary supervision.

680  
681 Mr. Miller stated that CVMA believes existing law in the California Code of  
682 Regulations, Title 16, Section 2038.5, appropriately allows physical therapists  
683 to work collaboratively with veterinarians under direct supervision on registered  
684 veterinary premises or, in range settings, when the veterinarian is in the general  
685 vicinity. He emphasized that because there is no emergency medical system  
686 equivalent to 911 for animals, veterinarians must be available to provide  
687 immediate medical intervention, including the administration of drugs, if  
688 needed.

689  
690 Mr. Miller added that CVMA has been receptive to discussions regarding  
691 statutory pathways for physical therapists to provide services to animals but  
692 maintains that direct veterinary supervision is necessary to ensure adequate

693 consumer and animal protection. He stated that both the Legislature and the  
694 Veterinary Medical Board have previously reached similar conclusions.

695  
696 During public comment, Ms. Adrian, a physical therapist practicing animal  
697 physical therapy in Colorado, described Colorado's model, which permits  
698 physical therapists to treat animals following veterinary medical clearance. She  
699 explained that veterinarians diagnose and medically clear the animal, after  
700 which licensed physical therapists with additional animal-specific training  
701 conduct physical therapy evaluations, develop plans of care, and provide  
702 interventions based on animal anatomy, physiology, and behavior.

703  
704 Ms. Adrian stated that the model functions effectively due to clearly defined and  
705 complementary scopes of practice. She reported that there have been no  
706 documented cases of harm or negligence involving physical therapists treating  
707 animals under this framework. She further stated that veterinary medical  
708 clearance allows animals to access care more quickly, particularly in areas with  
709 veterinary workforce shortages, and that most animal physical therapy  
710 providers in Colorado are small business owners, many of whom are women.  
711 She added that the model has not increased regulatory burden or licensure  
712 fees.

713  
714 Ms. Adrian described the training pathway she developed through K9 IQ, which  
715 includes veterinary-taught coursework, comparative anatomy, red-flag  
716 screening, neurologic and orthopedic education, documentation standards,  
717 and a hands-on module taught jointly with board-certified veterinarians and  
718 veterinary technicians. She stated that the program is based on Colorado's  
719 American Physical Therapy Association (APTA) animal physical therapy  
720 special interest group standards and the 2019 published clinical practice  
721 standards.

722  
723 Ms. Adrian concluded that Colorado's veterinary medical clearance model has  
724 demonstrated that a collaborative approach can be safe, effective, and  
725 protective of animal welfare while expanding access to care.

726  
727 During public comment, Ms. Island, Executive Associate with the California  
728 Physical Therapy Association (CPTA), stated that physical therapists are  
729 experts in rehabilitation for movement-related dysfunctions and that animals  
730 often experience injuries and conditions that can be effectively treated using  
731 many of the same principles applied in human physical therapy. She stated that  
732 physical therapists with advanced training in animal rehabilitation are among  
733 the most qualified professionals to provide this care.

734

735 Ms. Island emphasized that a collaborative framework that determines  
736 appropriate levels of veterinary oversight on a case-by-case basis would  
737 balance professional expertise, liability considerations, and veterinary clinical  
738 judgment. She stated that clear legislative action is necessary to establish  
739 consistent standards and regulatory clarity. Ms. Island concluded that allowing  
740 physical therapists to participate in animal rehabilitation under a defined  
741 collaborative framework would increase access to care while maintaining  
742 appropriate oversight and would benefit veterinarians, physical therapists,  
743 animal owners, and animals throughout California.

744 **22. Consumer and Professional Associations and Intergovernmental**  
745 **Relations Reports**

746 (A) Federation of State Boards of Physical Therapy (FSBPT)  
747  
748

749 Ms. Sigmund-Gains, Executive Director of the Oregon Board of Physical  
750 Therapy, presented to the Board on changes to the Educational Testing Service  
751 (ETS) Test of English as a Foreign Language (TOEFL). She reported that the  
752 TOEFL score scale is changing from a 0–120 point scale to a 1–6 scale in half-  
753 point increments. The new scoring system will take effect on January 21, 2026,  
754 and will include a two-year transition period. She further noted that a Federation  
755 of State Boards of Physical Therapy (FSBPT) task force will review standards  
756 and assessments in 2026 and provide updates to member boards.

757 Ms. Sigmund-Gains also shared information on a new resource for health  
758 professionals, the Healthcare Regulatory Research Institute (HRRI) Health  
759 Practice Resource. All ten modules are available online at [WWW.HRRI.org](http://WWW.HRRI.org) and  
760 are free and confidential. Users may optionally enter minimal identifying  
761 information to allow the system to track completion and generate certificates.  
762 Each completed module may qualify for up to one hour of Continuing Education  
763 (CE).

764 Dr. Khalaf asked how long each module takes to complete. Ms. Sigmund-Gains  
765 responded that each module is approximately one hour in length, although  
766 completion time may vary by individual.

767 During public comment, Ms. Bell, Chair of the Quality Practice Committee and  
768 a board member of the California Chapter, expressed appreciation for the  
769 Board's work and suggested that students be provided additional information  
770 when receiving test scores, noting that scores are not final until confirmed by  
771 FSBPT. Ms. Sigmund-Gains responded that changes have been made to the  
772 notification process, whereby boards receive score information first and

773 candidates are notified approximately one day later. She noted that while some  
774 exams may occasionally require validation, this is not a standard process.

775 (B) Department of Consumer Affairs (DCA) – Executive Office

776 Ms. Saldivar, Deputy Director of Board and Bureau Relations with the  
777 Department of Consumer Affairs (DCA), shared that she was appointed by  
778 Governor Newsom in October 2025 to serve as Deputy Director of Board and  
779 Bureau Relations. Prior to this appointment, she worked in the State Legislature,  
780 most recently serving as Chief of Staff for Assemblymember Lisa Calderone.  
781 Previously, Ms. Saldivar served as an Assembly Fellow and Legislative  
782 Assistant in the office of Assemblymember Jackie Irwin. Ms. Saldivar is an  
783 alumna of the Hope Leadership Institute program and a member of the  
784 California Latino Capitol Association Foundation.

785 Ms. Saldivar added that Ms. Jones was appointed by Governor Newsom as  
786 Assistant Deputy Director of Board and Bureau Relations, bringing 29 years of  
787 experience. Ms. Jones has been with DCA since 2015, serving in various roles  
788 within Board and Bureau Relations, DCA SOLID, and Organizational  
789 Improvement offices. Prior to joining DCA, Ms. Jones held multiple roles with  
790 the Juvenile Parole Board at the California Department of Corrections.

791 Ms. Saldivar recommended that Board members review the list of required  
792 trainings to ensure continued compliance. Sexual Harassment Prevention  
793 Training is mandated within 30 days of appointment to the Board and every two  
794 years thereafter. On October 27, 2025, DCA launched its new Sexual  
795 Harassment Prevention Training in the Learning Management System (LMS).  
796 For individuals who completed the training during FY 2024/2025, the LMS will  
797 automatically assign the training two months prior to the two-year renewal date.  
798 For those who had not previously completed the training, the course was  
799 assigned on October 27, 2025. Going forward, the deadline will be either two  
800 years from the most recent completion date or December 27 for those who did  
801 not complete the training previously.

802 Ms. Saldivar also shared that DCA is honored to participate in two annual  
803 charitable campaigns: the Our Promise California State Employees Giving at  
804 Work campaign and the State Employee Food Drive. Through the Our Promise  
805 California campaign, which includes Board members, participants may support  
806 nonprofit causes through payroll deductions or one-time donations. The State  
807 Employee Food Drive is a collective statewide effort supporting food banks, with  
808 nonperishable food collection boxes available at five Sacramento-area DCA

809 offices. Individuals not located in the area may support food banks online  
810 through the State Employee Food Drive website.

811 Lastly, Ms. Saldivar shared that after 36 years of dedicated service with DCA,  
812 Director Ms. Kirchmeyer announced her retirement effective at the end of 2025.  
813 Director Kirchmeyer began her career at DCA as a student assistant in 1989  
814 and was appointed by Governor Newsom as DCA Director in 2019. During her  
815 first six months as Deputy Director, she navigated multiple wildfires and the  
816 onset of the COVID-19 pandemic, including transitioning approximately 3,500  
817 employees to telework.

818 Director Kirchmeyer thanked Board members for their dedication to consumer  
819 protection and stated it has been an honor to serve as Director of DCA. She  
820 expressed gratitude to Governor Newsom for her appointment and appreciation  
821 for DCA staff, including Mr. Kaiser and Ms. Conley, and noted her pride in DCA's  
822 consumer protection mission.

823 Mr. Kaiser and Dr. Brandon presented Director Kirchmeyer with a recognition  
824 certificate signed by the current composition of the Board, along with a  
825 commemorative jersey poster displaying Director Kirchmeyer's Department of  
826 Consumer Affairs CASS system number.

827  
828 (C) California Physical Therapy Association (CPTA)

829  
830 Ms. Island, Executive Associate with the California Physical Therapy  
831 Association (CPTA), congratulated the Board on a successful 2025 year and  
832 stated she looks forward to collaborating with the Board on consumer-focused  
833 initiatives in 2026.

834  
835 **23. Student Q&A – Institute of Technology**

836 Students from the Institute of Technology, Modesto asked several questions  
837 covering a range of topics. These included what policy or regulatory changes  
838 the Board anticipates for the physical therapy profession over the next five to  
839 ten years; how the Board incorporates patient feedback into its regulatory and  
840 enforcement decisions; the most common mistakes or challenges faced by  
841 newly graduated physical therapist assistants (PTAs) and strategies to avoid  
842 them; and the potential consequences for licensees who engage in fraudulent  
843 or unethical conduct.

844  
845 **24. Board Member Elections**  
846 (A) President

847  
848 **NOMINATION:** Dr. Armstrong nominated Dr. Brandon as Board  
849 President  
850  
851 **NOMINEE:** Dr. Brandon  
852  
853 **MOTION:** To elect Dr. Brandon as Board President  
854  
855 **M/S:** Armstrong/McMillian  
856  
857 **VOTE:** Brandon- Aye  
858 Qiu- Aye  
859 Armstrong- Aye  
860 Khalaf-Aye  
861 McMillian – Aye  
862 5-0 Ayes, Motion Carried

863 (B) Vice-President

864  
865 **NOMINATION:** Dr. Brandon nominated Dr. Armstrong as Board Vice  
866 President  
867  
868 **NOMINEE:** Dr. Armstrong  
869  
870 **MOTION:** To elect Dr. Armstrong as Vice President  
871  
872 **M/S:** Brandon/Qiu  
873  
874 **VOTE:** Brandon - Aye  
875 Qiu- Aye  
876 Armstrong - Aye  
877 Khalaf-Aye  
878 McMillian - Aye  
879 5-0 Ayes, Motion Carried

880  
881 (C) FSBPT Delegate

882  
883 **NOMINATION:**  
884  
885 **NOMINEE:** Dr. Khalaf nominated Mr. Qiu as FSBPT Delegate  
886  
887 **MOTION:** To elect Mr. Qiu as FSBPT Delegate

888  
889 **M/S:** Khalaf/Armstrong  
890  
891 **VOTE:** Brandon- Aye  
892 Qiu- Aye  
893 Armstrong - Aye  
894 Khalaf-Aye  
895 McMillian - Aye  
896 5-0 Ayes, Motion Carried

897  
898  
899  
900 (D) FSBPT Alternate Delegate  
901

902 **NOMINATION:** Dr. Khalaf nominated herself as FSBPT Alternate  
903 Delegate  
904

905 **NOMINEE:** Dr. Khalaf  
906

907 **MOTION:** To elect Dr. Khalaf as FSBPT Alternate Delegate  
908

909 **M/S:** Dr. Khalaf/Dr. Brandon  
910

911 **VOTE:** Brandon - Aye  
912 Qiu- Aye  
913 Armstrong - Aye  
914 Khalaf-Aye  
915 McMillian - Aye  
916 5-0 Ayes, Motion Carried

917  
918  
919 (E) FSBPT Back-Up Delegate  
920

921 The Board established back-up alternate delegates in A-Z order by the last  
922 name of each Board member.  
923

924 **25. Public Comment on Items Not on the Agenda**  
925

926 The Board requested public comment on items not on the agenda, and there  
927 was no public comment.

928  
929  
930  
931

- 26. Agenda for Future Meeting**                      March 18-19, 2025  
San Jose, CA

932  
933  
934  
935  
936  
937  
938

- 27. Closed Session**  
  
(A) Pursuant to Government Code section 11126(c)(3), the Board convened to  
Deliberate on Disciplinary Actions and Decisions in Administrative Procedure  
Act Proceedings

939  
940  
941

- 28. Adjournment**  
  
The meeting adjourned at 2:24 p.m. on December 12, 2025.

942