BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR

DEPARTMENT OF CONSUMER AFFAIRS • PHYSICAL THERAPY BOARD OF CALIFORNIA

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Physical Therapy Board of California
ADOPTED Meeting Minutes

March 19, 2026 9:00 a.m.

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

Board Members

President
Karen Brandon, DSc P.T.

Vice-President
Dayle C. Armstrong, PhD., P.T., MS, DPT

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

Board Staff

Jason Kaiser, Executive Officer
Sarah Conley, Assistant Executive Officer
Brooke Arneson, Specialist
Liz Constancio, Manager
Valerie Kearney, Manager
Carole Phelps, Manager

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

Thursday, March 19, 2026

1. Call to Order

The Physical Therapy Board of California (Board) meeting was called to order by President Brandon at 9:00 a.m. and adjourned at 12:27 p.m.

2. Roll Call and Establishment of Quorum

Brandon – Present
Qiu- Present
Armstrong- Present
Khalaf – Present
McMillian - Absent

All Members except for Ms. McMillian were present, and a quorum was established. Also present at the meeting were: Jason Kaiser, Executive Officer, Ann Salisbury, Acting PTBC Legal Counsel, Sarah Conley, Assistant Executive Officer; and Board staff: Kim Rozakis, Paul Row, Brett Argento, James Heaton and Monny Martin.

3. Reading of the Board's Mission Statement

Dr. Armstrong read the Board's mission statement: To protect the people of California by the effective administration of the Physical Therapy Practice Act.

4. Review, Discussion, and Possible Action to Approve the September 23-24, 2025, Meeting Minutes

5. Review, Discussion, and Possible Action to Approve the November 19, 2025, Meeting Minutes

6. Review, Discussion, and Possible Action to Approve the December 11-12, 2025, Meeting Minutes

At the request of the Board President, Items 4, 5, and 6 were considered together. Draft meeting minutes for the Board meetings of September 23-24, 2025, November 19, 2025, and December 11-12, 2025 were presented. The Board reviewed the minutes and no changes were needed.

MOTION: Adopt the September 23-24, 2025, November 19, 2025, and December 11-12, 2025 Meeting Minutes.

M/S: Armstrong/Qiu

PUBLIC COMMENT: None

VOTE: Brandon – Aye
Armstrong- Aye
Khalaf- Aye
McMillian – Absent
Qiu – Aye
4-0 Ayes, Motion Carried

7. President's Report

(A) Discussion of 2026 Adopted Meeting Calendar, and Possible Action to Modify Dates if Needed

Mr. Qiu shared he has a conflict with the June 26, 2026, meeting schedule. Jason recommended moving the June 2026 meeting to June 24-25, 2026 and to have members let him know if these dates work.

(B) Discussion of 2027 Proposed Meeting Calendar, and Possible Action to Select 2027 Meeting Dates

Mr. Kaiser shared in the past meetings that were held in Sacramento that the meeting would be held Thursdays and Fridays and meetings held outside of Sacramento the meetings would be held on Tuesdays and Wednesdays. Mr. Kaiser asked if the members can re-visit this in the future.

Public Comment for items (A) and (B) was opened and there was no public comment.

(C) Committee Updates

Dr. Brandon provided an update on the Sunset Review Committee. The Committee met on March 10, 2026, at the Capitol to review the Board's Sunset Report for submission to the Legislature. Dr. Brandon thanked PTBC staff for their continued excellent work, noting that their preparation made it significantly easier for the Committee to gather information and respond to legislative question.

Dr. Armstrong added that serving on the Subcommittee was a valuable learning experience, giving her deeper insight into the Board, the review process, and the Department of Consumer Affairs (DCA). She described the experience as very positive, though also very busy.

Mr. Kaiser thanked both Dr. Brandon and Dr. Armstrong for their availability and for providing testimony at the Capitol hearing.

Mr. Qiu provided an update on the Exempt Position Review (EPR) and shared that the subcommittee continues to work with the Department of Consumer Affairs' Office of Human Resources. A meeting was held in February 2026 to develop the justification and plan for the EPR request, which is expected to be submitted to the Board for approval in June 2026.

Public comment was opened for this item and there was no public comment.

8. Executive Officer's Report

(A) Executive Services

Mr. Kaiser thanked the members for attending the March 2026 meeting. He shared that due to budget cuts and travel restrictions, there was a slight change to both the meeting date and location, resulting in the Board holding a one-day meeting in Sacramento.

Mr. Kaiser reported that Quarter 2 (Q2) has been busy with outreach efforts. There were total of 11 outreach presentations conducted statewide for Physical Therapy (PT) and Physical Therapist Assistant (PTA) programs.

Mr. Kaiser shared the Board is working with DCA Public Affairs Office on a new campaign to address the Board member vacancies.

(B) Administrative Services

Mr. Kaiser stated in Q2 the Board spent $4.2 million of the $7.2 million budget which is 57% of the budget. Year to date the Board has collected $4.5 million in revenue with surplus of $350,000.

(C) Licensing Services

Mr. Kaiser reported in Q2 saw an overall increase of 13% of applications received in part due to an increase in foreign trained applications and endorsement applications.

(D) Consumer Protection Services

Mr. Kaiser shared James Heaton will be provided the Consumer Protection Services (CPS) report

Public comment was opened for this item and there was no public comment.

[Recess for 5 Minute Break]

9. Update, Discussion, and Possible Action on 2025 Sunset Review Report

(A) Recommendation to increase the Board's statutory fee caps as part of the Sunset Review process.

Mr. Nishimine, Senior Fiscal Advisor, DCA Budget Office & Regulations Unit, presented to the Board the fee and revenue analyses related to the Board's statutory fee proposals.

Mr. Nishimine shared that beginning in November 2025, he met regularly with the Board at times more than once per week to conduct detailed interviews and review the Board's workload process mapping, application data statistics, staffing composition, and direct and indirect costs. This work supported a data-driven assessment of the cost inputs associated with the Board's various fee types. He noted that the Board's primary revenue drivers its main license fees are currently at their statutory caps.

Mr. Qiu asked if the second estimate provided was closer to reality. Mr. Kaiser highlighted the differences between the Board's previous fee related requests and the current proposal. As the licensing population grows, the Board's workload increases proportionally, requiring additional staffing and raising indirect costs. He also noted that hourly rates charged by the Office of the Attorney General and the Office of Administrative Hearings have increased, contributing to higher direct costs. As a result, the Board is paying more for case adjudication.

Mr. Qiu asked if pro rata fees will stay flat. Mr. Nishimine related that there is a three percent increase statewide for Budget Year 27-28. He further explained that statewide pro rata costs are static and complicated, and are based on the state budget and program usage; generally, larger programs pay more.

Dr. Armstrong asked how long it had been since the Board last maintained the DCA recommended reserve level of 12 to 15 months. Mr. Nishimine clarified that DCA does not have a formal recommendation for fund balance levels. The Board's statutory cap is 24 months, and raising the statutory cap alone does not increase fees. Any fee increase would require a future regulatory process. The purpose of the current discussion is to raise the cap levels to give the Board flexibility to address fiscal challenges over the next four to five years.

Dr. Armstrong recalled that the Board last requested a fee increase in 2009, though fees were not raised until 2016. She asked whether the Board had a projection for when a fee increase might be needed once the cap is raised. Mr. Kaiser added that the Board also requested a fee increase in 2021 and a cap increase in 2016. The statutory cap itself has not changed since 2009, when it increased from $150 to $300, implemented in 2015–2016. He explained that the Board would need to complete a workload and cost analysis to determine the appropriate fee levels to meet operational needs. The Board anticipates that a fee increase may be necessary within the next two to three fiscal years.

Dr. Brandon asked what percentage of total revenue the Board's fees represent and whether this is consistent with other boards. Mr. Nishimine responded that most programs are primarily license-fee funded. He noted that the Bureau of Automotive Repair is an exception, as it receives revenue from smog abatement fees. Mr. Kaiser added that healthcare-related boards follow similar models. Approximately 80% of revenue is typically generated from renewal fees, 10%–15% from application fees, and the remainder from miscellaneous fees such as cost recovery or citation and fine authority. He also noted that some boards have limited or no statutory authority for cost recovery. Mr. Qiu asked if the Board had multiple layers of fees. Mr. Kaiser responded that the Board's fees were provider-based and not company-based. Mr. Qiu also asked if there would be an increase in investigator costs if there were a large number of licensed physical therapists. Mr. Kaiser responded that it was an issue to consider but that the Board could still perform consumer protection in an individual basis and pursue cite and fine actions for unlicensed practice against corporations and work with district attorneys to pursue misdemeanor actions when appropriate.

Mr. Kaiser emphasized that the Board is solely special funded and receives no taxpayer revenue, all funding comes from application and renewal fees paid by the licensing population. Staff recommends maintaining the current fee structure for Physical Therapist Assistant (PTA) and Physical Therapist (PT) applicants, in which the application and initial license fees are combined into a single fee—consistent with the PTA application fee structure.

MOTION: For the Board to pursue legislation as part of Sunset review to amend business and professions code section 2688 to raise the cap on the fees that may be collected by the Board for some applications, licenses and renewals in amounts not greater than the following: PT application - $600, PT initial license fee - $300, PT application and initial license fee - $600, and PT and PTA renewal fee - $600 and to authorize the Executive Officer to confer with the legislator regarding these fees to maintain the fiscal health of the Board.

M/S: Dr. Khalaf/Dr. Armstrong

PUBLIC COMMENT: Ms. DeFoe, Executive Director of the California Physical Therapy Association (CPTA), stated that CPTA is neutral on this issue, noting that they understand the need and appreciate the Board's management.

VOTE: Brandon- Aye
Armstrong- Aye
Khalaf-Aye
McMillian-Absent
Qiu- Aye
4-0 Ayes, Motion Carried

10. Consumer and Professional Associations and Intergovernmental Relations Reports

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

Mr. Kaiser shared the Board is working on the Sexual Misconduct and Boundaries Committee and on a workforce data project currently in development. An update on both efforts will be provided after the June 2026 meeting

(B) California Physical Therapy Association (CPTA)

Ms. Island, Executive Associate with the California Physical Therapy Association (CPTA), informed the Board that CPTA's annual conference will be held September 19–20, 2026, in San Jose, California. She also noted that CPTA membership remains strong at approximately 10,000 members.

Ms. Island added CPTA's education programs continue to be strong, especially webinar Wednesdays and clinical instructor (CI) courses. CPTA's goal for the year is to host 36 Webinar Wednesday sessions (3 per month), 5 virtual weekend courses, 12 virtual CI courses, and 1 in-person CI course.

Ms. Island shared that CPTA held its 2026 Legislative Day on March 17, 2026, with 150 physical therapists (PTs), physical therapist assistants (PTAs), and students in attendance. More than 30 legislative meetings were scheduled with legislators and staffers.

Lastly, CPTA successfully introduced their own sponsored legislation AB 2497, authored by Assembly Member Natasha Johnson of Assembly

District 63, representing the City of Corona. AB 2497 aims to modernize the California Physical Therapy Practice Act by ensuring it reflects current educational standards and allows PTs to practice at the highest level of their training. The bill seeks to strengthen patient access to physical therapy, improve care efficiency, and align California with national standards. There is a proposed removal of the 45-day/12-visit physician signature requirement. The proposal would also authorize PTs to perform tissue penetration for the purpose of treating the neuromuscular system and could potentially allow PTs to order or refer for imaging, perform and interpret musculoskeletal ultrasound imaging, and prescribe non-opioid analgesics and NSAIDs, with an explicit prohibition on opioid prescribing. In addition, the proposal would allow PTs to prescribe, store, and administer topical medications and would designate the Doctor of Physical Therapy (DPT) as the regulatory title.
Mr. Kaiser asked when CPTA anticipate draft language for AB 2497. Ms. Island responded that the amended bill language Is expected to be available in late March 2026.

(C) Department of Consumer Affairs (DCA) – Executive Office

Ms. Jones, Assistant Deputy Director of Board and Bureau Relations with the Department of Consumer Affairs (DCA), informed the Board that Ms. Lally has been named Acting Director of DCA, following the retirement of Director Ms. Kirchmeyer at the end of December 2025. Ms. Lally has held multiple leadership roles within the department since 2013 and will serve in this capacity until a director is formally appointed by the Governor's Office.

Ms. Jones added last year, Governor Newsom took action to support licensees affected by the Los Angeles fires by issuing an executive order allowing a one-year postponement of license renewal fees due between January and June 2025 for survivors impacted by the fires. In January 2026, DCA began sending notices to licensees who opted for this postponement, reminding them of the one-year extension and upcoming renewal fee deadlines. Licensees with license types in the BreeZE system may pay renewal fees through their online accounts, while those with license types not in BreeZE may submit payments by mail.
Ms. Jones shared that Governor Newsom's proposed state budget includes a proposal to split DCA's oversight agency, The Business, Consumer Services and Housing Agency into two new state agencies. They will be named the California Housing and Homelessness Agency and the Business Consumer Services Agency. The new Business and Consumer Services Agency will oversee consumer affairs licensing and

enforcement, and DCA will be one of eight departments within this new structure. These two new agencies will become operative on July 1, 2026. DCA leadership continues to participate in multiple agency workgroups to address the logistical requirements of this transition and will keep Board and Bureau leadership updated in the coming months. Lastly, Ms. Jones reminded the Board that DCA is currently in its Form 700 filing season for Board Members. Form 700 must be filed within 30 days of assuming or leaving an appointment and annually by April 1. This year's filing period covers January 1, 2025, through December 31, 2025. Form 700 must be submitted through the FPPC's e-filing portal, paper filings will not be accepted.

Public comment was opened for this item and there was no public comment.

[Recess for 10 minute break]

11. Executive Services Update

Item (C) was taken out of order.

(C) Communication & Education Update

Ms. Conley, Assistant Executive Officer, presented the Outreach Report. She reported that during Quarter 2 (Q2) of Fiscal Year (FY) 2025/2026, the Board conducted 11 virtual and in-person workshops for Physical Therapist (PT) and Physical Therapist Assistant (PTA) programs.

Mr. Kaiser shared that the Board is working with an analyst from the Department of Consumer Affairs Public Affairs Office to develop a campaign to promote vacancies for Board Member positions, including Governor appointed and public member roles. The goal is to create a reusable campaign product that the Board can utilize as needed. The campaign will include a social media series posted across all Board platforms, featuring video testimonials from current and former Board Members about their experiences, along with informational slides outlining the application process. The campaign will run for four weeks, with new content posted each week. If, at the end of the campaign, applications for Board Member positions have not increased, the Board can reuse the campaign materials in the future.

Dr. Brandon added that she hopes individuals who view these videos will feel inspired to serve on the Board in the future.

(A) Legislation Report
2025/26 Legislative Session Summary, Discussion, and Possible Action to take position on the following bills:

Mr. Kaiser reported that the deadline for the submission of bills was the last week of February 2026. The Legislature will go into recess on March 26, 2026, and will return during the first week of April 2026. The last day for policy committees to hear and report fiscal bills introduced in their house to the fiscal committees is April 24, 2026. May 1, 2026, is the final day for policy committees to hear and report non-fiscal bills to the floor. Ultimately, May 29, 2026, is the last day for each house to pass bills introduced in its own house, with legislative activity resuming on June 1, 2026.

AB 2774 (Assembly Committee on Business and Professions): Physical Therapy Board of CA

Mr. Kaiser shared AB 2774 being the Boards sunrise bill, this bill has a hearing date of April 21, 2026.

AB 2140 (Johnson) Healing arts: reports: claims against licensees

Mr. Kaiser shared AB 2140 is a carryover from a previous legislative session. This bill is a malpractice claims against licenses in healthcare which is more of an all of healthcare bill.

(B) **Rulemaking Report**
2026 Rulemaking Update for Pending or Proposed Regulations
1) Update and Discussion Regarding the Development of Possible Amendments to the Board’s Continuing Competency Regulations

Mr. Kaiser shared Board staff have been working with regulatory attorneys to develop proposed language related to continuing education changes. The most significant component of this package addresses the resource draw for the Consumer Competency Program and utilizing the legislative authority to pass on those costs for fees for recognized approval agencies, providers and licensees.

Public comment was opened for this item and no one wished to make public comment.

12. **Administrative Services Update** – Liz Constancio

(A) Program Updates

(B) Statistical Updates

Mr. Kaiser reported that, due to budget constraints, the Board has reached its internal cap for both operating and equipment expenditures. As a result, the Board has reduced travel and limited external training opportunities for staff.

Mr. Kaiser also shared that the Board currently has several vacancies, however, hiring is on hold because of budget limitations. Once the Board is financially able to fill these positions, the recruitment process will resume.

Dr. Brandon asked about the issues paper from the Sunset Review Committee, specifically regarding Performance Measure 4 in enforcement and whether the Board is able to complete cases from complaint receipt to final outcome. Mr. Kaiser explained that the Board recently experienced a retirement in the enforcement unit. With that vacancy, the caseload had to be redistributed among the remaining enforcement analysts. Because the Board must delay recruitment due to financial constraints, this redistribution has increased individual caseloads and, consequently, extended processing timelines.

Public comment was opened for this item and there was no public comment.

13. **Licensing Services Update**

(A) Program Updates

(B) Statistical Updates

Mr. Row, Applications License Lead, reported that initial license applications increased by 13% from Quarter 1 (Q1) and Quarter 2 (Q2) of Fiscal Year (FY) 2024/2025 to Q1/Q2 of FY 2025/2026. Physical Therapist (PT) initial applications increased by 12%, and Physical Therapist Assistant (PTA) applications increased by 14% compared to the same period in the prior fiscal year. U.S.-educated PT applications rose by 12%, while U.S.-educated PTA applications increased by 14% across both quarters of FY 2025/2026.

Mr. Row shared that of the 1,640 initial applications received, 93% were U.S. educated applicants, with 68% applying by examination and 32% by endorsement. Foreign educated applicants accounted for 6%, and military applicants accounted for 2%. Initial license processing times averaged 22 days for U.S. graduates, 58 days for foreign-educated applicants, and 5 days for military applicants. The Board's targeted turnaround times for license issuance are 45 days for complete U.S. graduate endorsement applications and 90 days for complete new-graduate applications.

Mr. Row also reported that License Maintenance received and completed 42 retired status requests during Q1 of FY 2025/2026, with an average processing time of 1 day. This represents a 40% increase compared to the 30 retired status requests received during Q1/Q2 of FY 2024/2025.

Dr. Brandon asked whether the Board tracks pass rates for the Jurisprudence Assessment Module (Cal-JAM). Mr. Row responded that 1,162 candidates passed in Q1 and 661 passed in Q2, and he will confirm those figures.

Mr. Argento, Analyst with the Continuing Competency Program, reported that during Q1/Q2 of FY 2025/2026, the program audited 115 PT licensees, resulting in a 94% pass rate which is a slight decrease from the 97% pass rate during the same period in FY 2024–2025. For PTAs, 34 licensees were audited, resulting in a 94% pass rate, an improvement from the 81% pass rate in Q1/Q2 of FY 2024/2025.

Mr. Argento added that the Board's recognized approval agencies for Q1/Q2 of FY 2025/2026 remain at 124, unchanged from Q1. Staff continue to develop the audit process to evaluate approval agency compliance with CCR 1399.95 and plan to begin audits in June 2026, with a goal of auditing 5 agencies per month. At this pace, all current agencies would be audited over approximately two years, though the number may be adjusted based on the time and resources required for each audit.

Lastly, Mr. Argento shared that in preparation for the upcoming Continuing Competency Approval Agency fee regulatory proposal, Board staff have been working with the Department of Consumer Affairs (DCA) to complete a workload study. The study is now complete, and the next step is to meet with regulatory attorneys to discuss the proposed fees.

Public comment was opened for this item and there was no public comment.

14. Consumer Protection Services Update

(A) Program Updates
(B) Statistical Updates

Mr. Heaton, Analyst with the Consumer Protection Program, reported that in Quarter 2 (Q2) of Fiscal Year (FY) 2025/2026, the CPS Unit finalized data entry and process clean-up in response to the Department of Consumer Affairs (DCA) efforts to improve and streamline department wide annual report statistics collection. Information for the FY 2024/2025 Annual Report was completed in Q2 using the updated processes.

Mr. Heaton shared that CPS management and staff continue to hold frequent meetings with the Division of Investigation (DOI) and the Attorney General's Office (AG) to discuss outstanding issues and collaborate to ensure effective case and program management.

Mr. Heaton added that CPS management and staff worked with DOI, SOLID, and other DCA boards to review and update SOLID's Enforcement Academy training materials. The Enforcement Academy is a multi-day, comprehensive training program covering the entire enforcement process, from complaint intake through investigation, disciplinary action, and probation monitoring.

Mr. Heaton stated for Q2 FY 2025/2026 staff initiated 161 new cases, issued 14 citations, completed 145 desk investigations, referred 19 cases to the AG's office, and closed 10 cases after referral to the AG's office.

Public comment was opened for this item and there was no public comment.

15. Probation Monitoring Services Update

(A) Program Updates

(B) Statistical Updates

Mr. Martin, Probation Monitoring Compliance Monitor for the Consumer Protection Program, reported that during Quarter 2 (Q2) of Fiscal Year (FY) 2025/2026, the number of licensees on probation decreased from 59 to 56. This total includes probationers actively serving their terms as well as those whose probation is currently tolled for various reasons.

There were 42 licensees on probation and actively working in the State of California. In addition, 4 probationers were tolling while located out of state, meaning they were not receiving credit toward completion of their probation, and 10 probationers were tolling while located within California due to unemployment or underemployment.

Mr. Martin stated that during Q2, 2 licensees were placed on probation and 5 licensees completed probation. Additionally, 0 probationers had their license revoked and 0 probationers exercised their option to voluntarily surrender their license to the Board.

Mr. Martin added that of the 42 licensees that are not tolling, 11 were enrolled and participating in the Board's Substance Abuse Rehabilitation Program (Premier). This represents 26% of licensees on probation who were not tolling. During Q2, 1 licensees enrolled in the premier program and 1 licensees completed the program.

Mr. Martin reported that there were 2 instances of non-compliance with probation during Q2. All were minor violations related to probationers not being available for their required quarterly interviews with the probation monitor.

Public comment was opened for this item and there was no public comment.

16. Public Comment on Items Not on the Agenda

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

17. Agenda for Future Meeting

June 25-26, 2026
Sacramento, CA

No Member requested agenda items for the next meeting.

18. Closed Session

No disciplinary items were pending and the Board did not go into closed session.

19. Adjournment

The meeting adjourned at 12:27 p.m. on March 19, 2026.