

**Mike DeWine, Governor**  
Jim Hughes, *Chairman*  
Jodie M. Taylor, *Member*  
Karen L. Gillmor, Ph.D., *Member*  
Tim Adams, *Executive Director*

**September 10, 2019**  
**11:30 A.M.**

**TYPE OF MEETING:** Commission Special Meeting

**ATTENDEES:** Chairman Jim Hughes  
Commissioner Jodie M. Taylor  
Commissioner Karen L. Gillmor  
Tim Adams, Executive Director  
Tom Connor, Director of Hearing Services  
Laura Schank, Hearing Officer Trainer  
Jim Burkart, Chief Legal Counsel  
Greg Hickman, Assistant Legal Counsel  
Amanda Brown, Assistant Legal Counsel  
Steven Kramer, Administrative Assistant  
Kim Ferkany, Administrative Assistant  
Debbie Fodey, Administrative Assistant  
Sarah Castle, Deputy Director Medical Services

**CALL TO ORDER:**  
Chairman Hughes called the meeting to order.

**ACTION BY:**  
Mr. Adams called the roll

**ROLL CALL:**  
Commissioner Gillmor: Present  
Commissioner Taylor: Present  
Chairman Hughes: Present

**OLD BUSINESS:**

**Meeting Minutes: April 10, 2019**

Chairman Hughes offered the discussion of the approval of the April 10, 2019 Commission Meeting Minutes.

Chairman Hughes stated that because he was not a member of the Commission at the time of the meeting that he would abstain from voting.

**MOTION**

Commissioner Gillmor moved to approve the April 10, 2019 minutes as circulated.

Commissioner Taylor stated that she would not second the motion because of ongoing litigation of which she is a named party. Commissioner Taylor stated that she would not vote on any minutes until clarification is obtained from the court and Attorney General on this matter.

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Chairman Hughes stated that because there was no second on the motion, the Commission did not approve the April 10, 2019 Meeting Minutes.

**Meeting Minutes: April 24, 2019**

Chairman Hughes offered the discussion of the approval of the April 24, 2019 Commission Meeting Minutes.

Chairman Hughes reaffirmed that he would abstain from voting for the same reasons as cited above.

**MOTION**

Commissioner Gillmor moved to approve the April 24, 2019 minutes as circulated.

Commissioner Taylor stated that she would not second the motion for the same reasons she had cited regarding the April 10, 2019 Meeting Minutes.

Chairman Hughes stated that because there was no second on the motion, the Commission did not approve the April 24, 2019 Meeting Minutes.

**NEW BUSINESS**

**Medical Exam Manual**

Chairman Hughes offered discussion on the new *Medical Exam Manual* and asked if anyone had any questions for the Medical Services Deputy Director, Sara Castle.

Commissioner Taylor asked Ms. Castle whether there were any changes beyond mere grammar or style since the last meeting. Commissioner Taylor asked Ms. Castle to discuss those changes.

Ms. Castle stated that Class 1 of the Mental/Behavioral Exam Section had changes. Specifically, Ms. Castle noted concerns regarding the gaps in class titles and Whole Person Impairment (WPI) percentage. Namely, Ms. Castle noted that the verbiage for Class 1 read no impairment but corresponded with a range between 0% and 5% WPI. Ms. Castle stated that the changes made to the manual closed the gaps and, therefore, a “no impairment” would accordingly relate to a 0% impairment. Ms. Castle stated that she spoke to several psychiatrists and psychologists to confirm the appropriate suggested ranges to ensure they correlated with the Global Assessment Functioning (GAF) scale. Ms. Castle stated that the mental health professionals felt comfortable with the new ranges and did not see any issues in utilizing them for future exams.

Commissioner Taylor also inquired about AMA 5<sup>th</sup> Edition and AMA 2<sup>nd</sup> Edition on the former scale.

Ms. Castle replied that the current table mixed both editions, but that the new manual focused exclusively on the 5<sup>th</sup> Edition.

Commissioner Taylor inquired when the effective date should be and if it should be today.

Tom Connor stated that it should not be a problem.

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Chairman Hughes asked Chief Legal Counsel, Jim Burkart what he thought was appropriate.

Mr. Burkart answered that the date upon which it was voted should be the effective date, unless otherwise approved by the Commission.

Commissioner Taylor stated that today would be fine.

Chairman Hughes asked if there were any other questions.

Chairman Hughes moved to pass the *Medical Exam Manual* as presented.

Commissioner Taylor seconded the motion.

**ACTION BY**

Mr. Adams called the roll.

Commissioner Gillmor:	Yes
Commissioner Taylor:	Yes
Chairman Hughes:	Yes

Chairman Hughes affirmed that the *Medical Exam Manual* passed as presented 3-0.

**ADJOURNMENT**

**MOTION**

Chairman Hughes moved that the meeting be adjourned.

Commissioner Taylor seconded the motion.

The meeting was adjourned.

Respectfully submitted,



Tim Adams  
Executive Director

