



Alabama State Board of Podiatry  
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**MINUTES**  
**Board Meeting**  
**Friday, January 23, 2026**

The Alabama State Board of Podiatry held its regular business meeting on Friday, January 23, 2026. The following Board members attended the meeting: Dr. Tomeko McPhillips (Board Chair), Dr. Aiesha Hill (Vice Chair attending virtually), Dr. Johnnie Alston (member), Dr. Michael Hames (member attending virtually), Dr. Tameka Lee (member), and Dr. Theresa Brown (member). Member absent was Dr. Rosemarie Caillier. The meeting was held at the Board's office located at 2740 Zelda Road, Third Floor, in Montgomery, Alabama, and others in attendance were Mr. Keith Warren (Executive Director), Mr. Ben Seiss (Assistant Attorney General/Board Counsel), Ms. Hope Childers (Board Administrator), and Ms. Renee' Reames (recording secretary). Also attending was guest Mr. Pat McWhorter. The meeting was called to order by Chairperson McPhillips at 2:03 p.m. Mr. Warren called the Board member roll and indicated that a quorum of the members was present to conduct business. Chairperson McPhillips welcomed everyone in attendance.

Public Notice of this regularly scheduled meeting was submitted and published on the Secretary of State website at [www.sos.alabama.gov](http://www.sos.alabama.gov), in accordance with the Alabama Open Meetings Act, and posted on the Board's website at [www.podiatryboard.alabama.gov](http://www.podiatryboard.alabama.gov).

**APPROVAL OF AGENDA**

Chairperson McPhillips presented the proposed agenda for the January 23, 2026, meeting for the Board's approval. Dr. Lee recommended that discussion of Board compensation be added to other business.

**MOTION:** Dr. Brown made a motion to approve the January meeting agenda as amended. The motion was seconded by Dr. Lee and following a roll call vote, the motion was unanimously approved by the Board. Chairperson McPhillips would not be voting on matters before the Board unless to break a tie vote.

**APPROVAL OF MINUTES**

Chairperson McPhillips presented the October 24, 2025 regular Board meeting minutes and the November 14, 2025 special Board meeting minutes for the Board's approval. A copy of the minutes was provided to the members prior to the meeting for review.

**MOTION:** Dr. Lee made a motion to approve the October minutes with the correction to the spelling of Dr. McPhillips and approve the November special meeting minutes as presented. The motion was seconded by Dr. Hames and, following a roll call vote, the motion was unanimously approved by the Board.

## EXECUTIVE DIRECTOR'S REPORT

Mr. Warren presented the Executive Director Report, which included the number of licenses currently active (161) as of December 31, 2025, along with activities performed by staff since the last regular Board meeting held in October. A summary of complaints for the period of FY 2023 through FY 2026 was presented in his report (copy available in the Board's official Book of Minutes).

Mr. Warren presented a list of new licenses issued since the last regular Board meeting in October (list available in the Board's official Book of Minutes), along with a list of retired, inactive and expired licenses.

MOTION: Dr. Hames made the motion to ratify the issuance of new licenses as presented. The motion was seconded by Dr. Brown and, following a roll call vote, the motion was unanimously approved by the Board.

### Financial Report

Mr. Warren presented the financial report to the Board for the period of October 1, 2025, through December 31, 2025. He reviewed the cash flow analysis to include revenue and expenses and budgeted expenses by object code. Mr. Warren reported a positive cash balance for the period and indicated that all invoices submitted had been paid.

MOTION: Dr. Lee made the motion to accept the financial report as presented. The motion was seconded by Dr. Brown and, following a roll call vote, the motion was unanimously approved by the Board.

## LEGAL COUNSEL'S REPORT

Mr. Seiss reported on five complaints and presented the recommendations of the Investigative Committee and indicated that Chairman McPhillips served as a committee member.

Case 2025-002 – recommendation to close due to no probable cause.

Case 2025-003 – recommendation to close due to no probable cause.

Case 2026-001 – recommendation to issue letter of concern regarding medical records and complaint regarding treatment was unfounded.

Case 2026-002 – recommendation to close due to no probable cause.

Case 2026-003 – recommendation to close due to withdrawn complaint, since complainant pursuing other prosecution.

MOTION: Dr. Brown made the motion to approve the Investigative Committee recommendations as presented. The motion was seconded by Dr. Hames and, following a roll call vote, the motion was unanimously approved by the Board, with Chairman McPhillips recused from voting as a member of the committee.

## OTHER BUSINESS

Discussion of Board Compensation: The Board discussed the financial implications on Board members leaving their practice to attend Board meetings resulting in loss of income and planning a budgetary increase in the members' compensation. Mr. Warren indicated that he would prepare for the Board's consideration a comparable list of State Boards' compensation.

Update on Board Terms: Mr. Warren reported that a podiatrist from South Alabama had indicated interest in serving on the Board to fill one of the two expired Board terms. The Board considered

the no consecutive term requirements in the Board's statute as it related to circumstances when a member was appointed to an unexpired term and had not served for a full term and determining if a member could continue to serve on the Board for a subsequent full term.

Inquiry concerning External Fixation for Treatment of Charcot Patients: The Board considered a request (available in the Board's official Book of Minutes) concerning external stabilizers that would complement the pins in the patient's leg, which goes to the knee. The Board considered the Board's statute concerning the treatment of foot and ankle. It was the consensus of the Board that the Board's legal counsel notify the inquirer that treatment had to be within the licensure scope of practice and the fixators were not treatment, but a stabilizer following surgery, and not part of the scope of practice.

Inquiry concerning Limb Protheses and DME application: The Board considered a request (available in the Board's official Book of Minutes) for a determination letter from the Board concerning the Board's scope of practice pertaining to prosthetic foot filler. It was the consensus of the Board that the Board's legal counsel draft a letter to CMS concerning this matter and to refer to the Board of Prosthetics and Orthotics the question of no prosthetic licensure was required by podiatrists.

RFP Responses for Administrative Management and Logistical Support: The Board considered the RFP responses for Administrative Management and Logistical Support. Mr. Seiss reported that two responses to the RFP had been submitted by the State Procurement Office for the Board's consideration. The two responses were from ARETE Impact Management LLC and Remedy HealthCare Consulting. Mr. Seiss reported that Smith Warren Management Services had submitted a proposal and the State Procurement office had determined Smith Warren as non-responsible due to not keeping the contract renewed and Mr. Warren left the meeting at 3:15 p.m. during the discussion.

The Board considered the Remedy HealthCare Consulting proposal, which was an out-of-state company, proposing remote management services and no in-state office for licensure activities. No representative from the company was present at the meeting.

Mr. Pat Whorter, with ARETE Impact Management, LLC, addressed the Board and provided a summary of staff qualifications and experience, physical components, and services transition timelines. The Board inquired about investigative services by staff and services provided to other Boards by ARETE.

The Board discussed satisfaction with Smith Warren's services and inquired about the company permitted to bid in the future. Mr. Seiss indicated that he did not have additional information regarding Smith Warren's vendor status. He reminded the Board that the contract expired in November 2025 and services were continuing by Smith Warren and invoices were being submitted to the Board of Adjustment (BOA) for payment.

In consideration of the two RFP responses, Mr. Seiss explained that the new management services contract would be for 12 months and eligible for renewal for 2 additional 12-month periods. The Board-approved contract would be submitted to State Procurement Office and reviewed further by the Contract Review Committee. Ms. Brown and Chairperson McPhillips indicated that they were available to appear before the Contract Review Committee when the Committee considered the contract.

The Board reviewed the two RFP responses, ARETE and Remedy, and ranked each for facilities, experience, value and staff based on 0 to 10 ranking with 10 being the highest.

MOTION: Dr. Brown made the motion to accept ARETE as the vendor for the annual fee of \$50,000 for Administrative Management and Logistical Support. The motion was seconded by Dr. Lee and, following a roll call vote, the motion was unanimously approved by the Board.

MOTION: Dr. Lee made the motion to authorize Chairperson McPhillips and the Board's Legal Counsel, Mr. Seiss, to negotiate the management contract as needed during the 14-day consideration. The motion was seconded by Dr. Brown and, following a roll call vote, the motion was unanimously approved by the Board.

The Board discussed a process in support of Smith Warren being reimbursed for services in the interim of a new services contract being signed. Mr. Warren rejoined the meeting at 3:48 p.m. and reported that he would submit the Board of Adjustment (BOA) claims to the Board, after services were rendered, for the Board's approval, and the Board thanked Mr. Warren for continuity in services and his assistance.

The Board discussed the terms of the new management contract under the contract specifications and identifying methods to evaluate and monitor the delivery of services.

#### ANNOUNCEMENT

Chairperson McPhillips reminded the members that the next meeting of the Board would be held on April 24, 2026, at 2:00 p.m., with the location of the meeting to be announced.

The members submitted travel expense forms for attending the meeting and the expense forms were approved by the Board.

#### ADJOURNMENT

Chairperson McPhillips called for any additional business and there was none.

MOTION: Dr. Brown made the motion to adjourn the meeting. The motion was seconded by Dr. Caillier and unanimously approved by the Board. Chairperson McPhillips adjourned the meeting at 4:00 p.m.

Respectfully Submitted,



Aiesha Hill, DPM  
*Board Vice Chair*