



BOARD MEETING MINUTES

Speech-Language Pathology and Audiology And Hearing Aid Dispensers Board Burlingame, CA 94010 August 20-21, 2015

1. Call to Order

Alison Grimes, Board Chair, called the Speech-Language Pathology & Audiology & Hearing Aid Dispensers Board meeting to order at 1:10 p.m. Ms. Grimes called roll; eight members of the Board were present and thus a quorum was established.

Board Members Present

Alison Grimes, Board Chair
Patti Solomon-Rice, Vice Chair
Jaime Lee, Public Board Member
Deane Manning, Board Member
Marcia Raggio, Board Member
Dee Parker, Board Member
Annon Shalev, Board Member
Debbie Snow, Public Board Member

Board Member Absent

Rodney Diaz, MD, Public Board Member

Staff Present

Paul Sanchez, Executive Officer
Breanne Humphreys, Program Manager
Sabina Knight, Legal Counsel
Anita Joseph, Enforcement Coordinator
Karen Robison, Enforcement Analyst
Marti Shaffer, Enforcement Analyst

Guests Present

Vanessa Cajina, KP Public Affairs for Hearing Healthcare Providers (HHP)
Deanna McCoy, HHP
Brianna Miller, SOLID
Dennis Zanchi, SOLID

2. Introductions, Overview of Strategic Planning, Ground Rules

Dennis Zanchi and Brianna Miller from DCA's SOLID Office introduced themselves and gave a brief overview of the strategic planning process. The overview included the schedule for each planning day, a brief summary of the environmental scan, and setting the Board's goals and objectives.

3. Strategic Planning Session

The Board, with the assistance of SOLID, reviewed the Board's Vision and Mission Statements. Through facilitated discussion, the Board developed objectives to support its goals in the categories of Licensing, Enforcement, and Outreach and Communication.

The Board recessed until August 21, 2015 at 9:00 a.m.

August 21, 2015 – 9:00 a.m. – 5:00 p.m. (or until completion of business)

4. Reconvene / Roll Call / Establishment of Quorum

Alison Grimes, Board Chair, called the Speech-Language Pathology & Audiology & Hearing Aid Dispensers Board meeting to order at 9:10 a.m. Ms. Grimes called roll; eight members of the Board were present and thus a quorum was established.

Board Members Present

Alison Grimes, Board Chair
Patti Solomon-Rice, Vice Chair
Jaime Lee, Public Board Member
Deane Manning, Board Member
Marcia Raggio, Board Member
Dee Parker, Board Member
Annon Shalev, Board Member
Debbie Snow, Public Board Member

Board Member Absent

Rodney Diaz, MD, Public Board Member

Staff Present

Paul Sanchez, Executive Officer
Breanne Humphreys, Program Manager
Sabina Knight, Legal Counsel
Anita Joseph, Enforcement Coordinator
Karen Robison, Enforcement Analyst
Marti Shaffer, Enforcement Analyst

Guests Present

Becky Bingea, California Academy of Audiology
Vanessa Cajina, KP Public Affairs for Hearing Healthcare Providers (HHP)
Brianna Miller, SOLID
Cynthia Peffers, HHP
Dennis Zanchi, SOLID

CLOSED SESSION

The Board immediately went into closed session.

5. Pursuant to Government Code Section 11126 (a) (1), the Board will Meet in Closed Session for the Executive Officer Evaluation

RETURN TO OPEN SESSION

The Board returned to open session at 9:50 a.m.

6. Strategic Planning Session

The Board, with the assistance of SOLID, continued developing objectives to support its goals in the categories of Laws and Regulations and Program Administration. Mr. Zanchi discussed the next steps in the planning process which include meeting with Board staff on an Action Plan. Mr. Zanchi and Board members discussed the duration of the plan whether it would be a four or five year plan and deferred to Mr. Sanchez. Mr. Sanchez commented that based on the Board's limited resources, it could take up to five years to complete most of the proposed plan's objectives.

7. Public Comment for Items not on the Agenda

There were no comments from Public/Outside Agencies/Associations.

8. Approval of the June 19, 2015 Board Meeting Minutes

The Board noted corrections to the June 19, 2015 Board Meeting minutes. Corrections will be made and the June 19, 2015, Board Meeting minutes will be brought back in November for approval.

9. Executive Officer's Report
 - a. Administration Update

Mr. Sanchez gave a staffing update to the Board noting that Lisa Snelling was promoted and will be taking over the processing of Hearing Aid Dispenser applications from Tim Yang. Mr. Yang will be processing Speech-Language Pathology and Audiology applications replacing Lori Pinson who retired earlier this year. He reported cross training is a way to increase the amount of personnel who can work in multiple areas of the Board.

The CPS-HR workload assessment is underway and the information in the report will be used to substantiate the need for additional staff to handle the current and future workload. In addition, the report will assist in improving and streamlining job processes.

- b. Budget Report

Mr. Sanchez discussed the Board's budget and reports provided to the Board, The Expenditure Summary report is used to ensure we are on target with budget projections during the fiscal year. The report informs the Board where money is being spent. The budget analyst at Department of Consumer Affairs (DCA) prepares the budget reports for the Board. A question was raised as to why the Speech-Language Pathology and Audiology revenue is reported separately from Hearing Aid Dispensers revenue. Mr. Sanchez will see if DCA is able to combine the two revenue reports in the future.

Mr. Sanchez discussed obtaining additional staff and resources through a formal State budget process known as a Budget Change Proposal (BCP). A BCP is a detailed report that must be submitted to request

establishment of civil service positions and funding to State departments or programs. BCP approval is a multistep process that passes through DCA, Agency and must be approved by the Department of Finance.

c. Licensing Report

Mr. Sanchez reported there is an increase in the overall licensing population and that the average growth across all areas is 25%. Licensing timeframes have increased due to the arrival of the peak application season and borrowed staff returning to their units.

d. Practical Examination Report

Ms. Humphreys discussed the practical exam report provided to the Board which reflected the Board's practical exams held in July 2015. The next exam will be scheduled for October and November 2015 in Sacramento.

e. Enforcement Report

Mr. Sanchez discussed the enforcement report. Enforcement staff continue working hard to complete and close old cases which are carryover from previous enforcement staff while also working on current actions taken in 2015. The performance measures captured by DCA are used by all DCA Boards and Bureaus may not accurately measure the progress of Board Enforcement staff. This is mainly because the cases that are measured by DCA upon closure include old cases that were already in backlog status. A request was submitted by the Board to separate SLP's complaints from AU complaints and staff will work on accomplishing this going forward. The Board discussed and compared the amount of SLP complaints and convictions to the amount of Hearing Aid Dispenser complaints and convictions.

10. Proposed Regulations – Discussion and Possible Action on:

The Board is working on processing the rulemaking files that have been approved over the past four years. The Board does not have a person delegated to work specifically on regulations and that has been the main factor in slowing the process. Staff had spent many hours working on the Disciplinary Guidelines and Uniform Standards regulation however; clarification regarding how to incorporate the Uniform Standards has suspended the progress of this regulation. Ms. Knight informed staff they had the option of splitting the Disciplinary Guidelines and Uniform Standards while waiting for the opinion. The Board was educated on the process and timeline of regulations being approved and implemented.

a. Title 16, CCR, Sections 1399.152, – RPE Clock Hours

The Board requested the removal of references to audiologists, incorporated the language found in statute and add "a minimum of" and "total" to the language. Staff will work on the changes and bring the language back to the November 2015 Board meeting.

b. Title 16, CCR, Sections 1399.160.1, 1399.160.2, 1399.160.3, and 1399.160.7- Self-study Hours

The Board approved CCR sections 1399.160.1 through 1399.160.7 of the proposed language then delegated staff make corrections to CCR section 1399.160.

c. Title 16, CCR, Section 1399.127- Hearing Aid Dispensers Advertising

11. Future Agenda Items and Future Board Meeting Dates

Items requested to be included on the November agenda are the English Proficiency, Foreign Educated applicants, Speech-Language Pathology Assistant Supervisors, Audiology Aide legal opinion and a CAPCSD update.

- a. November 5-6, 2015 - San Diego

The November 2015 Board meeting location has been changed to Sacramento.

- b. February 4-5, 2016 – Sacramento

The February 2016 Board meeting location has been changed to San Diego.

- c. May 11-12, 2016 (Location to be determined)

The dates of the May 2016 Board meeting have been changed to the May 12th and 13th.

- d. August 11-12, 2016 (Location to be determined)
- e. November 9-10, 2016 (Location to be determined)

The dates of the November 2016 Board meeting have been changed to the 10th and 11th.

12. Adjournment

The meeting adjourned at 3:15 p.m.