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## Meeting Minutes June 4, 2010 Portland State Office Building Conference Room 445 Portland, Oregon

**PRESENT:** Ashley Northam, SLP, Chair  
Alison Metcalf, Audiologist, Vice-Chair  
Evan “Butch” Evans, Audiologist  
Jennie Price, SLP Member  
Elisa Williams, Public Member

Sandy Leybold, Executive Director

*Excused Absence:*  
Mark Wax, MD, Otolaryngologist  
Charles Murphy, Public Member

### CALL TO ORDER

The meeting was called to order at 10:12 a.m.

### REVIEW AND APPROVE MINUTES

Metcalf moved to approve minutes of April 23, 2010 meeting. All present were in favor.

### PUBLIC COMMENTS

Audiologist Lyndsay Duffus and SLP Carol Clupny were in attendance as members of the public. Neither had comments for the record.

### BOARD CHANGES

Duffus has been appointed as a Board Member as of July 1<sup>st</sup>. In other changes, Leybold explained that Clupny had resigned from the Board. Jennie Price, SLP, was appointed by the Governor as of June 1, 2010 to complete the remainder of Clupny’s term. Charles Murphy has also announced his intention to resign from the Board, and a search is underway for a new public member.

### NOMINATION/ELECTION OF CHAIR AND VICE-CHAIR

Metcalf moved that Northam be re-elected as Chair and Evans be elected as Vice-Chair. Williams seconded.  
*Motion passed by unanimous vote of all present.*

### STATEWIDE EFFICIENCY EFFORTS

Leybold shared that a meeting was held in April with Claudia Black, the Governor’s Health Policy Advisor, and Representative Val Hoyle. All health licensing board executive directors, board chairs and professional association representatives were invited. Concerns were raised by several attendees that the “efficiencies” under consideration would lead to a consolidation of health licensing boards. Both Black and Hoyle reiterated that such a “superboard” was not envisioned, but that further efforts to streamline and coordinate board operations were intended.

Northam and Leybold reported that the meeting went well. Efficiencies were explored. A working group will be formed. Any proposals must be ready by August to meet budget and legislative schedules.

### REVIEW GOALS AND FINANCIAL PLANS—E-BOARD REQUEST

Leybold explained the staffing situation and the need for increased staff FTE. She will be looking at an on-call, temporary staff person to help provide coverage.

Leybold explained the E-Board request process and schedule. It will be important for Board members to contact legislators to support the E-Board request and 2012 budget.

Oregon Speech and Hearing Association (OSHA) is taking the lead on potential changes regarding BSPA and TSPC licensure. Until or unless additional staffing is approved, Leybold recommended that other Board goals be revised in light of current resources.

Williams moved to approve the Board goals as stated in the document dated 5/26/10 given current staffing but to still support the broader goals as stated in the April 30 document. Evans seconded. ***Motion passed by unanimous vote of all present.***

Leybold reviewed the estimated current service level for budget expenditures in 2011-13, and current revenue projections. Program Option Packages (POPs) are proposed to be submitted to ratify the fee increase revenue, and to recognize increased administrative complexity (additional staff time, travel and training for Board members and staff, and providing some staff coverage for absences), merchant fees (credit card), increased frequency of Board meetings, and increased caseload/enforcement activities (half-time investigator, training, AAG legal fees, etc.).

Evans moved approval of the proposed budget figures to be submitted as part of the request to E-Board and/or the 2011-13 Agency Request Budget subject to discussions between Leybold and other agencies. Williams seconded.

Yes: Evans, Metcalf, Price, Williams, Northam

No: None.

Motion passed by unanimous vote of those present.

#### **DRAFT LEGISLATIVE CONCEPTS AND RULES**

Leybold noted that our draft legislative concept has been shared with OSHA and OAA. Leybold will be creating draft wording and sharing it with the Board before we have a short time frame to turn around a second and final draft. Evans noted that we need to make sure that “Board” only refers to us; we need to be aware that AAA now has a “Board” that will credential professionals. Rule changes will also be required, but due to limited resources, this will need to be postponed till the fall.

The Board would like to create a temporary license category that could be used for 90-120 days, including for folks who are no longer “students” because they have finished their CFY, but do not have their transcripts or CF documentation completed for regular licensure.

#### **EXECUTIVE SESSION**

The Board entered Executive Session at 12:05 p.m. to consider information or records that are exempt by law from public inspection as provided in ORS 192.660(2)(f), information obtained as part of investigation(s) of licensee or applicant conduct as provided in ORS 192.660(2)(k), and employee performance matters as provided in ORS 192.660 (2)(b).

Leybold, Clupny, and Duffus were invited to remain.

The Board returned to public session at 1:35 p.m.

#### **ACTIONS FOLLOWING EXECUTIVE SESSION**

##### **Case # 2010-38/2010-02**

Metcalf moved that the Board issue an Emergency Suspension for violation of Board rules regarding professional competency, patient safety, proper documentation and patient confidentiality. Evans seconded.

Yes: Evans, Metcalf, Price, Williams, Northam

No: None.

Motion passed by unanimous vote of those present.

##### **Case #2010-19**

Evans moved to issue a reprimand and civil penalty of \$500. Williams seconded.

Yes: Evans, Metcalf, Price, Williams, Northam

No: None.

Motion passed by unanimous vote of those present.

**Cases #2010-21, 2010-22, 2010-36, 2010-23, 2010-26, 2010-30, 2010-34**

Metcalf moved to close these cases with no action taken. Price seconded.

Yes: Evans, Metcalf, Price, Williams, Northam

No: None.

Motion passed by unanimous vote of those present.

**Case #2010-27**

Price moved to issue a \$200 delinquent fee for late submittal of PD audit response. Evans seconded.

Yes: Evans, Metcalf, Price, Williams, Northam

No: None.

Motion passed by unanimous vote of those present.

**RATIFY LICENSES ISSUED APRIL 16, 2010- JUNE 3, 2010**

The Board reviewed the list of licenses issued between April 16, 2010 and June 3, 2010. Metcalf moved to ratify those listed. Williams seconded.

Yes: Evans, Metcalf, Price, Williams, Northam

No: None.

Motion passed by unanimous vote of those present.

**BOARD SELF-EVALUATION**

Leybold presented a draft of the self-evaluation that had been previously circulated to Board members. This time #14 "Board members identify and attend appropriate training sessions" was marked as a "no" given the resource limitation. Leybold noted that #8 can be updated to show that budget for 2011-13 is approved as of today's meeting.

Metcalf moved that the self-evaluation be approved with the addition of the notation that the budget was approved as of today's meeting. Price seconded. *Motion passed by unanimous voice vote of all present.*

**NEXT MEETING DATES/ADJOURNMENT**

Board members were asked to hold August 6<sup>th</sup> to address disciplinary matters only, likely in a one-hour telephone conference call. Subsequent meetings expect to be held as previously scheduled on October 22 and December 10, 2010.

The meeting adjourned at 2:30 p.m.