

**Oregon Health Licensing Agency (OHLA)
Sex Offender Treatment Board
Minutes of October 20, 2008**

This set of minutes is a draft version from the Sex Offender Treatment Board meeting held on October 20, 2008, and must be approved by the Board at the next regularly scheduled board meeting.

MEMBERS PRESENT

Dr. William Davis, Chair
Brie Akins
Dr. Jane Allen
Dr. Steven Mussack
Debra Patterson

STAFF PRESENT

Susan K. Wilson, Director
Richard McNew, Administrative Services Manager
Dixie Bryant, Program Operations Manager
Sarah Hoggatt, Board & Qualifications Specialist
Samie Patnode, Qualifications and Examination Analyst
Kraig Bohot, Communications Coordinator
Tricia Allbritton, Senior Policy & Strategic Analyst

MEMBER ABSENT

Patrick Schreiner
Donald Didier

GUESTS

Debbi Martin
Brad Dehler

CALL TO ORDER

Dr. William Davis, Chair, called the meeting of the Sex Offender Treatment Board to order at 9:10 a.m. on Monday, October 20, 2008, at the Rhoades Conference Room, located in the Oregon Veterans' Affairs Building, 700 Summer St. NE, Salem, Oregon.

APPROVAL OF AGENDA

MOTION

Dr. Allen made a motion with a second by Ms. Akins to approve the agenda for October 20, 2008. Aye: Dr. Davis, Ms. Akins, Dr. Allen, Dr. Mussack, Ms. Patterson, and Mr. Schreiner. Nay: None. The motion passed.

APPROVAL OF MINUTES

MOTION

Dr. Mussack made a motion with a second by Dr. Allen to approve the minutes of May 21, 2008 with corrections. Aye: Dr. Davis, Ms. Akins, Dr. Allen, Ms. Patterson, Dr. Mussack and Mr. Schreiner. Nay: None. The motion passed.

MOTION

Dr. Allen made a motion with a second by Dr. Davis to approve the minutes of August 14, 2008 with corrections. Aye: Dr. Davis, Ms. Akins, Dr. Allen, Ms. Patterson, Dr. Mussack and Mr. Schreiner. Nay: None. The motion passed.

REPORTS

DIRECTOR'S REPORT

Ms. Wilson, Director, provided an overview of the agency-wide legislation LC 831. LC 831 continues to conform and streamline agency standards, regulation and requirements for programs and professions regulated by the agency. The legislation makes program changes, technical adjustments and corrections, maximizes the benefits of economies of scale, regulatory consistency and accountability to continue to achieve solutions and outcomes for consumer protection. The legislation establishes consistent term limits (two consecutive four year terms) and stipulates at least one public member be appointed to all boards. The legislation proposes professional development through prescribed education or training and identifies practice standards, testing and oversight as determined by agency rule.

Ms. Wilson stated that the Oregon Health Licensing Agency's proposed legislation encompasses some of the topics reviewed by the Interim Committee on Health Care chaired by Representative Mitch Greenlick. Representative Greenlick's legislative interim committee revealed board membership and the appointment process are not uniform nor is the number of public members serving on these boards. Representative Greenlick's interim study may recommend to the 2009 Legislature an increase in public members on boards to 50%. The recommendation may also include other improvements and changes in board specific areas.

Ms. Wilson stated there was general opposition among professional association representatives at the interim committee public hearing to the proposal to increase the number of public members on boards to 50%. Ms. Wilson stated since the role of boards is public protection, it is logical at least one public member serve. There will be an opportunity to review both agency legislation and any other legislation after the bills are drafted by legislative counsel. The Legislature begins Monday, January 12, 2009.

Ms. Wilson referenced the Oregon Health Care Workforce Institute PowerPoint presentation noting the legislature is considering a committee to review scope of practice issues. Governor Kulongoski has requested a study of Oregon's preparedness for a shortage in health care providers during the next decade. The study will identify areas with projected shortfalls and recommend solutions.

The Board will review the 2009 Legislative information and provide input to the agency.

ADMINISTRATIVE SERVICES DIVISION

Mr. Simpson, Program Analyst, reported the statistics for the board's website traffic.

- Current Active Licenses: 0
- Total page hits: 4,801
- Average hits a day: 154
- Visitors to the Sex Offender Treatment Board web site: 417
- Top three most viewed pages: SOTB Home Page, How to Get Certified, Laws and Rules

Ms. Wilson noted in many of the other boards, one of the most downloaded forms is often applications. The Sex Offender Treatment Board is not following the same pattern. Mr. Simpson stated there are currently no certified sex offender therapists in Oregon so the certification report will be given at the January 23, 2009, meeting.

The agency will provide assistance in filling out application forms on November 14th at the Oregon Association for the Treatment of Sexual Abusers meeting in Oregon City. Dr. Davis and Dr. Mussack reported they will speak with OHLA's assistance.

Agency staff will provide a PowerPoint presentation summarizing the laws and rules and frequently asked questions.

REGULATORY OPERATIONS DIVISION

Nothing to report due to lack of certified sex offender therapists.

PROGRAM OPERATIONS DIVISION

Ms. Allbritton, Senior Policy & Strategic Analyst, drew the board's attention to the permanent rule filing which went into effect October 1, 2008 changing the grandfathering application fee to \$325. She said after March 14, 2009, the application fee will change to \$650 for two years and the time to apply through the grandfathering process closes. The late renewal fee was changed to \$25 for the first month and \$10 for every successive month.

Temporary administrative rules were filed on September 15, 2008 to establish specific waivers for certification qualification requirements during the grandfathering period. At the same time the agency filed proposed rules to go into effect on November 1, 2008. Ms. Allbritton answered questions from the board.

OUTREACH AND COMMUNICATIONS

Mr. Bohot, Communications Coordinator, reported revised applications have now been posted to the Web site. There will be e-mails going out to stakeholders to let people know about the application process. Mr. Bohot clarified questions regarding fees and application process. He stated the agency would make the applications more prominent on the Web page.

Mr. Bohot provided the board with informational publications including frequently asked questions. He said they are on the Web site and will be provided at outreach events. He reiterated Dixie Bryant will provide personal assistance on the application process.

Mr. Bohot asked the Board if they still wanted an outline of a Professional Disclosure Statement on the website for people to use who are new to the field. Mr. Davis suggested contacting the Board of Licensed Professional Counselors and Therapists to find out what they require in such a statement.

Mr. Bohot also inquired whether a list from the Department of Corrections of sex offender treatment counselors was a reliable list for future outreach. Dr. Davis noted it would be a good list for informational mailings.

COMMITTEES AND REPORTS

The Rules Committee met on September 26, 2008 to review the penile plethysmograph polygraphs of the Juvenile Treatment Plan. The Juvenile Treatment Plan is now complete and needs to be formatted. The Board will do a final review of the Juvenile Treatment plan and approve it at the Rules Committee meeting on November 21, 2008.

ITEMS FOR BOARD ACTION

2009 SUBCOMMITTEES

Subcommittees provide review and discussion of specific issues, which usually require more in-depth fact-finding and deliberation than can be scheduled at periodic board meetings.

Ms. Patnode, Qualifications and Examination Analyst, suggested assigning subcommittees for 2009 but continue to meet as a full board to write and complete the Developmental Disability Treatment Plan. The board shall nominate committee members.

2009 Subcommittees	
Rules	Brie Akins, William Davis, Patrick Schreiner
Education	Jane Allen, Steve Mussack
Standards	Steve Mussack, William Davis, Don Didier
Regulation	Steve Mussack, Debra Patterson, Brie Akins
Outreach	Don Didier, Patrick Schreiner, Jane Allen
Customer Connection	Jane Allen

MOTION

Mr. Mussack made a motion with a second by Ms. Akins to approve the subcommittee appointments for 2009. Aye: Dr. Davis, Ms. Akins, Dr. Allen, Ms. Patterson, Mr. Schreiner, Dr. Mussack and Mr. Schreiner. Nay: None. The motion passed.

2009 BOARD MEETING DATES

The Sex Offender Treatment Board meets on a quarterly basis. All board meetings have been schedule on Fridays at 9 a.m.

MOTION

Ms. Akins made a motion with a second by Dr. Allen to approve the below board and committee meeting dates for 2009 with each meeting starting at 9 a.m. Aye: Dr. Davis, Ms. Akins, Ms. Patterson, Dr. Allen, Mr. Schreiner, Dr. Mussack and Mr. Schreiner. Nay: None. The motion passed.

Date	Board Meetings	Committee Meetings
January 23, 2009	X	
March 20, 2009		X
April 24, 2009	X	
May 1, 2009		X
September 9, 2009		X
October 23, 2009	X	
November 30, 2009		X

2009 CHAIR AND VICE CHAIR

The Sex Offender Treatment Board shall elect a chairperson and vice-chairperson for 2009.

MOTION

Ms. Akins made a motion with a second by Dr. Allen to approve the chair and vice chair appointments for 2009: Dr. William Davis for chair and Donald Didier for vice chair. Aye: Dr. Davis, Ms. Akins, Dr. Allen, Mr. Schreiner, Ms. Patterson, Dr. Mussack and Mr. Schreiner. Nay: None. The motion passed.

EXECUTIVE SESSION

No executive session.

OTHER BOARD BUSINESS

Dr. Davis stated he had received an e-mail inquiring whether a Bachelor's degree in criminology would be adequate for an associate certification. The Board decided they wanted to review the transcripts and course descriptions within the degree to insure the coursework included mental health assessment. The Board noted this may become an issue as many outlying areas have parole officers with this degree conducting treatment. Ms. Patnode suggested the Board create a list of approved course types which would qualify as mental health credits. Ms. Allbritton pointed out the statutes state a bachelor's degree in the behavioral sciences is required for certification. The subcommittee will review questionable transcripts individually.

PUBLIC COMMENT

There was no public comment at this time.

BOARD INTEREST FILE

Contents made available to members.

MOTION

Ms. Patterson made a motion with a second by Ms. Akins to adjourn the meeting. Aye: Dr. Davis, Ms. Akins, Dr. Allen, Mr. Schreiner, Ms. Patterson, Dr. Mussack and Mr. Schreiner. Nay: None. The motion passed.

The meeting adjourned at 11:10 p.m.

I attest that the Sex Offender Treatment Board minutes of October 20, 2008, are a true and accurate reflection of the matters discussed and the views of the participants.

Sarah Hoggatt, Board Specialist

Date