



Health Licensing Office
Sex Offender Treatment Board



Aug. 12, 2016
700 Summer St. NE, Suite 320
Salem, Oregon

MINUTES

MEMBERS PRESENT

Randy Settell, chair
Kelley Chimenti, vice chair
Joseph Ferguson
Scott Brown
Michele Roland-Schwartz
John Caywood
Kelly Crane

STAFF PRESENT

Sylvie Donaldson, interim director and fiscal services
and licensing manager
Bob Bothwell, regulatory operations manager
Anne Thompson, policy analyst
Maria Gutierrez, board specialist
Sarah Kelber, communications coordinator
Trampus Schuck, investigator/ inspector

MEMBERS ABSENT

Call to order

Randy Settell called the Sex Offender Treatment Board (SOTB) meeting to order at 9:01 a.m. Roll was called.

Board member recognition

Sylvie Donaldson, interim director and fiscal services and licensing manager, gave departing Board member Jane Allen a plaque to honor her for her service to the Board and the people of Oregon. She served on the Board since 2007, and said that “serving on the Board was the best professional experience of my life.”

Introductions

Board members and staff introduced themselves, listing their professional affiliations and backgrounds.

Items for board action

◆ **Approval of agenda**

Kelley Chimenti made a motion, with a second by Scott Brown, to approve the agenda. The motion passed unanimously.

◆ **Approval of minutes**

Kelley Chimenti made a motion, with a second by Michele Roland-Schwartz, to approve the minutes for March 4, 2016. The motion passed unanimously.

◆ **Approval of meeting dates for 2017**

After some discussion about the dates proposed by HLO, Joseph Ferguson made a motion to make 9 a.m. Feb 24 and 9 a.m. Aug. 11 the 2017 meeting times and dates. Kelley Chimenti was the second. The motion passed unanimously.

◆ **Chair and vice chair for 2017**

Kelly Crane made a motion, with a second by Michele Roland-Schwartz, to retain Randy Settell as chair, and Kelley Chimenti as vice chair for 2017.

Director report

Donaldson updated the Board on HLO's move to a new location in Salem off of Cherry Street, but said the exact date of the move hasn't been established. The new location will offer a bigger waiting room, more testing space, free parking and a bigger board room.

She told the Board that an audit of 10 percent of the Board's authorization holders was completed in May; all of those who were audited were found in compliance.

Donaldson mentioned that Board member Scott Brown needed to send his reappointment paperwork to the Governor's office.

Licensing and fiscal statistical reports

Donaldson said that in the current biennium, that three new clinical certifications and five associate certifications were issued. The clinical authorization holders tended to be older and associates tended to be younger. The Board continues to have negative fiscal balance, but Donaldson said that efforts to control costs have been effective and some license denials that went to hearing are done and no longer an ongoing expense to the Board. With a small number of authorization holders, she said that's the best way to improve the balance.

Regulatory report

Bob Bothwell, regulatory operations manager, reported on enforcement activity, saying that in the 2013-15 biennium, 15 complaints were received and one remains open. Two complaints have been received in the current biennium and both are open.

New website

Sarah Kelber, communications coordinator, showed the Board the layout of the new website and how users can search for forms and licenses or file a complaint.

Public/interested parties' feedback

None.

Executive session

Pursuant to ORS 192.660(2)(f), the Board entered executive session at 9:46 a.m. for the purpose of considering information or records exempt from public inspection. After a 15-minute break, the Board began the review of a case.

The Board returned to public session at 10:43 a.m. No decisions were made and no votes were taken.

Items for board action

It was proposed that in case number 15-7805, that the case be closed as unsubstantiated. Kelley Chimenti made a motion, with a second by Scott Brown. The motion passed unanimously.

Other board business

Kelley Chimenti updated the Board on a committee's efforts to move a legislative concept forward that makes sex-offender treatment a practice act, rather than its current title act status. Donaldson explained the role HLO and the Board plays in the legislative process, clarifying for Crane how Board members can testify at hearings if the concept moves forward, but not as Board members. Crane also asked if the Board could lower fees and maybe entice more professionals to get certified. Donaldson said that changing fees requires ratification by the legislature, and that will not happen when the Board is in the red. But, she said, if the statute becomes a practice act, anyone performing this service would need to be licensed, and that would bring in more revenue.

The meeting adjourned at 11:01 a.m.

Minutes prepared by: Anne Thompson, policy analyst