



DEPARTMENT OF HEALTH

Larry Hogan, Governor · Boyd K. Rutherford, Lt. Governor · Dennis R. Schrader, Secretary

BOARD OF EXAMINERS FOR AUDIOLOGISTS, HEARING AID DISPENSERS, SPEECH LANGUAGE PATHOLOGIST & MUSIC THERAPIST

The monthly open session meeting for the Board of Examiners for Audiologists, Hearing Aid Dispensers, Speech-Language Pathologists, and Music Therapist was held June 16, 2022, via Teleconference. The meeting was called to order at 4:02 p.m.

Staff Present

Ms. Oluremi Dean, Executive Director
Mr. Joshua Frazer, AAG Board Counsel
Ms. Bernadette Henderson, Deputy Director
Ms. Andria Keller, Licensing Coordinator

Present Members

Dr. Carolyn Stine, SLP, Board Chair
Dr. Tinita Kearney, SLP, Vice Chair
Ms. Jill Silverman, SLP
Dr. Arifa Qureshi, AUD
Mr. James Sciabarrasi, HAD
Mr. Kim Keller, HAD
Mr. Richard Brisbane, HAD
Ms. Niki Runge, MT
Dr. Alicia Barksdale, MT
Ms. Valerie Hooper, CON
Dr. Stacey Samuels-Cole, AUD

Visitors

Ms. Alicia Spoor

Absent Members

Ms. Monica Wright,
Dr. Tam Nguyen, MD
Dr. Carrie Nieman, MD
Ms. Ellen Stein, CON

Review and Approval of the Agenda- June 16, 2022

Dr. Kearny made a motion for the Board to approve the agenda. Ms. Runge seconded the motion. The vote was unanimous.

Review and Approval of Minutes- May 19, 2022

Mr. Sciabarrasi made a motion for the Board to approve minutes. Dr. Kearny seconded the motion. The vote was unanimous.

Board Chair Report- Ms. Carolyn Stine

Ms. Stine's term sunsets on June 30, 2022. During her four (4) years she has come to understand the importance of the Board to the profession, as well as the public. The Board has made and will continue to make changes that benefit the industry and the recipients of services. Ms. Stine stated, 'I will miss working with the Board and I appreciate all the work they have done.'

Board Counsel report- None

Executive Director Report – Mrs. Oluremi Dean

IQ Constituent Services/Cases- There is now a pop-up comment box on the Boards' websites for IQ Constituent Services. The pop-up states the Office of IQ Constituent Services is a unique support and service center within the Office of the Secretary and functions as the primary customer service center. Ms. Dean has received a lot of cases containing simple inquiries such as where to find documents or the Boards laws and regulations. Furthermore, licensees believe that their questions are going directly to the Board; instead, they are going to the Office of the Secretary, who then triages and forwards them to the Board. Perhaps the Secretary is trying to transform MDH into one centralized telecom location where they are answering all agency customer service questions at one centralized location; further clarification regarding the purpose and utilization of the "comment" feature is pending.

Office of Legislative Affairs – 2020 OLA Audit

In early 2020 an audit was performed by the Office of Legislative Affairs (OLA). This audit covered the years 2015-2019. The Audit found that the small Boards were deficient on several repeated findings. As part of the small Boards corrective action plan, a liaison was appointed to communicate with OLA to help resolve the deficiencies. Based on the corrective action plan established August of 2020, OLA's recommendations were as follows:

3a. Perform documented verifications that show that credit card collections are deposited and properly recorded in the State's accounting records.

As of 8/2020 each Board has established adequate control procedures to ensure that all credit card transactions are deposited into the State Treasury and credited to each respective Board. The Board is now in compliance and performs monthly reconciliations.

3c. Employees that process collections are denied the system capability to issue or renew licenses, certificates, or permits and/or to update the related billing records.

No individual has system access to issue a license unilaterally. The Board is now in compliance and privileges are reviewed quarterly.

3d. OLA suggested that we obtain a lockbox account.

At this time, the small Boards found that a lockbox is not a cost-effective method. We anticipate only utilizing an electronic form of payment in the near future.

4a and 4b. Both entail access privileges to licensing systems for our IT staff to conduct quarterly reviews of our staff access privileges.

The Board is now fully compliant with all deficiencies found and continues to abide by the corrective action plan submitted to OLA.

The Office of Internal Controls (IAC) - In August 2021, the Secretary created the Office of Internal Controls to follow up on audit deficiencies to ensure continued compliance. The IAC has reached out to some of the smaller Boards asking for follow up documentation from the OLA audit in addition to non-audit related documents. Mrs. Dean received an email on June 1st asking for documentation that was not mentioned or stated in the findings of the OLA audit report. It must be established what internal measures or controls IAC is testing or auditing based on the request received, as it is the Board's understanding that IAC assists the Boards with corrective actions that we have implemented. The Massage Therapy Board Counsel has drafted a letter for clarification.

DocuXplorer/Retention Schedule- We're moving forward with DocuXplorer. Mrs. Dean is currently establishing how the Board's files will be organized with the project manager. Ms. Henderson will be working on moving paper documents to the records management center and updating our retention schedule.

Network Reconnection Plan Update- Mrs. Dean, and other ED's had the opportunity to speak with DOIT and a few questions were answered in reference to our security levels if we were to reconnect with DOIT directly versus OET. If we connect with OET, the Board's IT staff will not be able to maintain the administrative privileges they now have. In speaking with our IT manager, he felt that the best move forward would be to connect with DOIT directly. With DOIT, the Board IT staff will continue to have administrative privileges and will receive broadband access through DOIT. The Boards will cover the cost to have access through DOIT. The IT manager advises the cost will be \$56,000 per year, divided amongst all the small Boards. This comes to an estimated cost of \$4,500- 5,000 per year. However, we must make sure IT is in compliance with MDH technology policies. IT is waiting to hear from the other small Boards. DOIT has stated that they could have us up and running within 2-4 weeks.

HAD Practical Exam Proctor-Mrs. Dean, asked the HAD Board members who would be willing to proctor the Hearing Aid Dispenser practical exam for our HAD limited licensees. Mr. James Sciabarrasi and Mr. Richard Brisbane volunteered to proctor the exams.

Implicit Bias Training Update- The EDs had a meeting with the Office of Minority Health and Health Disparity. Mrs. Dean was able to speak with the newly appointed Director regarding courses approved by her office. Mrs. Dean stated she would be reaching out to MSHA, AAA, ASHA, IHS, CBMT to see if they offer Implicit Bias courses that could be added to the approved implicit bias training course list.

Deputy Director Report-

Mrs. Oluremi Dean welcomed our new Deputy Director Ms. Bernadette Henderson.

Budget Report – Mrs. Oluremi Dean-

The Board's current balance is \$719,333.70.

Licensee Update - Ms. Andria Keller

As of June 2022, there is a total of 5,610 active licenses.

AUD-531, AUD-LL-1, HAD-113, HAD-LL-26, SLP-4,414, SLP-LL 295, SLP-A 64, SLPA-LL 41, and MT 125

Total reactivation(s): 1 SLP-A

The total number of reinstatements is 1.

AUD 0, HAD 0, SLP-Full 1, SLP-A 0 and MT 0

The total number of Inactive Status requests is 15.

14 SLP-Full and 1 AUD Full

The total number of Limited License Renewals is 2

2 SLP-LL.

The total number of CFY Delegation Changes is 0.

The total number for Board approval applications is 128.

AUD-Full 5, SLP-Full 66, SLP-LL 43, SLPA-LL 2, SLPA-Full 5, HAD-Full 1, HAD-LL 2 and MT-Full 4

The total number of 2022 Renewal Applications completed is 2278.

AUD 243, SLP 2009 and SLP Asst. 26.

License applications for Board Approval

Dr. Kearny made a motion to approve all applications for licensure. Mr. Sciabarrasi seconded the motion. The vote was unanimous.

Review for Committee List of CEU'S for Board Approval

Dr. Qureshi made a motion to approve all CEU courses listed as recommended by the CEU committee with amendments. Mr. Sciabarrasi seconded the motion. The vote was unanimous.

Correspondence & F.Y.I

None

Closing Statement - Ms. Carolyn Stine, Board Chair

Next Board Meeting- July 21, 2022

Adjournment

Mr. Richard Brisbane made a motion to adjourn the regular session of the Board meeting. Mr. Kim Keller seconded the motion. The vote was unanimous. The regular session meeting ended at 5:00 p.m.

Respectfully Submitted,

Ms. Carolyn Stine,
Board Chair