



BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR
Board of Vocational Nursing and Psychiatric Technicians
 2535 Capitol Oaks Drive Suite 205, Sacramento, CA 95833-2945
 P (916) 263-7800 | F (916) 263-7855 | www.bvnpt.ca.gov



**Board of Vocational Nursing and Psychiatric Technicians
 Department of Consumer Affairs
 Education and Practice Committee Meeting Minutes**

DATE: Monday, June 26, 2023
<https://youtu.be/mkI5OM2RVNs>

**COMMITTEE MEMBERS
 PRESENT:**

Dr. Mountain, Chair
 Ms. Gregoria-Guzman, Member
 Mr. Hill, Member
 Ms. Nieblas, Member

STAFF PRESENT:

Ms. Yamaguchi, Executive Officer
 Ms. DeYoung, Supervising Nursing Education Consultant
 Dr. McLeod, Lead Nursing Education Consultant
 Ms. Barrett, Nursing Education Consultant
 Ms. dela Rosa, Nursing Education Consultant
 Ms. Devila, Nursing Education Consultant
 Dr. Fairchild, Nursing Education Consultant
 Ms. Gomez, Nursing Education Consultant
 Ms. Silverman, Nursing Education Consultant
 Ms. Thomson, Nursing Education Consultant
 Ms. Ball, Administrative Analyst
 Mr. Gonzales, Education Analyst
 Ms. Maracino, Education Analyst

DCA STAFF PRESENT:

Ms. Schieldge, Attorney IV, Board Regulations and Acting Board General Counsel
 Mr. Victoria, Webcast Facilitator

Agenda Item 1 Call to Order, Roll Call, and Establishment of Quorum

Dr. Mountain called the meeting to order at 2:03 p.m. Dr Mountain initiated roll call to establish quorum.

Agenda Item 2 Introductions of Committee Members, Board Legal Counsel and Board Staff

Dr. Mountain introduced the Committee Members. Ms. Yamaguchi introduced non-Education BVNPT staff. Ms. DeYoung introduced Education BVNPT staff. Ms. Yamaguchi then introduced Legal Counsel.

Agenda Item 3 Chairperson’s Welcome and Opening Remarks

Dr. Mountain moved forward to Agenda Item 4.

Agenda Item 4 Supervising Nursing Education Consultant Updates for the Education Division

**A. Program Stats and Proposed Program Updates
B. Education Division Projects**

Ms. DeYoung updated the committee on use of funds granted by the Governor’s 2022-2023 budget, beginning by declaring a full staff. In addition, seven licensed psychiatric technicians (PTs) were contracted as subject matter experts to aid in the development of the California Psychiatric Technician Licensure Examination. The three-day workshop was held in January 11-13, 2023, to evaluate and improve the exam.

Ms. DeYoung described communications with program directors. This includes Nursing Education Consultants (NECs) having quarterly online meetings with program directors to discuss Board updates, review and clarify processes, and address questions or concerns. In addition, Education staff participated in a meeting with eight psychiatric technician program directors and the Department of State Hospitals’ team on February 24, 2023, to discuss the PT industry’s needs for growth such as marketing and outreach.

Communications with program directors also included hosting the Spring 2023 Online Director Forum held on May 3, 2023, via Webex. The conference included guest speakers, director networking, and extended Q&A sessions. In sum, 135 directors and designees attended.

Ms. DeYoung also reported upon the California Vocational Nursing Educators’ Spring 2023 Conference where Dr. Mountain, Ms. Yamaguchi, and she each presented.

Ms. DeYoung reported upon administrative updates within the Education Division. Regulations governing VN and PT programs are actively being reviewed and revised as necessary. The BVNPT’s website has been updated, including pages which relay the new proposed program and continue program approval application instructions aimed to facilitate and clarify processes. New pages were similarly made for post-licensure certification and continuing education and providers to facilitate public access and reduce calls.

Ms. DeYoung outlined several newly-begun long-term projects, including updating forms to be presented for regulatory approval. Another project ct detailed included creation of a dashboard on the BVNPT website to relay analytics to prospective students and programs. The dashboard shall include mapping features for program availability and demonstrate where programs may be needed.

Finally, Ms DeYoung reported the progress of a project working with the Department of Consumer Affairs' Organizational Improvement Office (OIO) to improve divisional functions. The specialties of the OIO address change-management services and business process mapping to increase productivity and quality. The Education Divisions' processes have been mapped out and reported to the OIO, who are preparing their specific recommendations.

**Agenda Item 5 Discussion and Possible Action to Make
Recommendations to the Board Regarding Vocational
Nursing School Program Approval Requirements**

**A. Consideration of Recommendation to Rescind the
Program's Pattern of Admission, Unitek College,
Hayward, Vocational Nursing Program.**

Ms. Gomez presented the opening of her report "Consideration of Recommendation to Rescind the Program's Pattern of Admission, Unitek College, Hayward, Vocational Nursing Program," and referred members to the findings and conclusions in the memo.

**Recess called for fifteen minutes at the recommendation of Board General
Counsel to allow the Board to upload and distribute the report to the public.**

Reconvene Committee Meeting at 2:41 p.m.

Continuation of Agenda Item 5

Ms. Gomez continued to provide information from her report that included her determination that Unitek College, Hayward should be presented to the Board to rescind the program's pattern of admission. She presented Attachment A, the program's history; Attachment B, the Notice of Violations; and Attachment C, the program's written response to the Notice of Violations. Attachment C references the first twelve pages of the program's 107 page written response to the violations, which was made available to the public and committee members. The remaining pages of the 107-page submission were not provided in the packet, but contain supporting documentation in support of the statements made in the first 12 pages of the response. She noted that the missing supporting documentation contains sensitive personal information.

When asked for Public Comment, representative Janet Holt of the program relayed that she does not oppose Ms. Gomez’s recommendation. Janet Holt explained the history of staffing and the goals for correcting numbers and strengthening retention.

Motion: Recommend to the full Board to:

1. Rescind Unitek College, Hayward’s current Board-approved pattern of admission which includes:

- a. Three 46-week full-time day classes of 36 students per year to replace graduating students,
- b. One 62-week full-time evening class of 36 students per year, and,
- c. Two 75-week part-time evening weekend classes of 36 students to replace graduating students, only,

2. Place the Program on the August 2023 Board meeting agenda for consideration and require the program to meet the requirements as outlined in the meeting materials and the staff memo to the Committee dated June 13, 2023.

Ms. Schieldge further clarified that this motion would include the staff recommendation requiring the program to obtain prior approval from the Board on a per class basis.

Moved by Mr. Hill – seconded by Ms. Gregoria-Guzman

Member Name	Vote
Dr. Mountain	Yes
Ms. Gregoria-Guzman	Yes
Mr. Hill	Yes
Ms. Nieblas	Yes

Motion carried unanimously

Board Discussion: None

Public Discussion:

Shirley Jones, president of the Licensed Vocational Nurses League of California voiced clarifying questions regarding the timeline.

Asima Jabbar, of Lotus Medical Career College, voiced a desire for the Board to strengthen the role of VN students to have clinical access in OB and maternity.

Agenda Item 6

Executive Officer Updates

A. Legislative Updates

B. Sunset Review

Ms. Yamaguchi began with a legislative update and explanation regarding SB 544. The bill simplifies remote access for public meetings. Ms. Yamaguchi notes that until it comes into effect, we may no longer have remote meetings under COVID-era expanded guidelines wherein one need not publicly publish the location of every participating member and make the location available for the public to present itself. Ms. Yamaguchi expects the bill to pass without urgency.

Ms. Yamaguchi updated the committee regarding the forthcoming Sunset Review Report. The Board has already started compiling information for the report. Ms. Yamaguchi warns that there may be a need for a special meeting in December regarding the report's approval. Hearings will usually begin in March. The hearing will be in person. The hearing shall lead to a follow-up from the Legislature which will need to be reviewed by the Board, an official response shall need Board approval as well. Ms. Yamaguchi completed her report by relaying how the last Sunset Review Report affected the development and foci of the Board and the positive changes that it had brought about.

Agenda Item 7

Public Comments on Items Not on the Agenda

Public Comment:

Coby Pizzotti, California Association of Psychiatric Technicians, wanted to draw the Board's attention to what is seen as an inequity between the licensees and the licensing programs. He asserts that programs should pay a greater portion of the burden of the costs for maintaining the BVNPT.

Agenda Item 8

Recommendations for Agenda Items for Future Committee Meeting

Board Comments: None

Agenda Item 9

Schedule Next Education and Practice Committee Meeting

Dr. Mountain prefers Sacramento.

Mr. Hill has no preference

Ms. Gregoria-Guzman has no preference

Ms. Nieblas strongly prefers any physical meeting taking place in Los Angeles.

Ms. Schieldge shared that she is unavailable from October 13 through October 20. Ms. Schieldge also advised against setting a specified location at this time to ensure all current legal requirements may be met.

Agenda Item 10 Adjournment

Meeting adjourned at 3:34 p.m.