



BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR.  
**Board of Vocational Nursing and Psychiatric Technicians**  
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<b>MEMORANDUM</b>	
<b>DATE</b>	January 31, 2022
<b>TO</b>	Board Members
<b>FROM</b>	Elaine Yamaguchi Executive Officer
<b>SUBJECT</b>	Executive Officer's Report: February 2022

**Board Elections**

The Board is statutorily required to hold elections at the first regular meeting of each year. BVNPT's practice has been to call the meeting to order with elections as the first agenda item. Board General Counsel Ken Swenson will provide guidance and facilitate the election of both President and Vice President. After the elections are completed, current President Carel Mountain chairs the meeting. The new President assumes the chair at the end of the meeting.

**Board Meeting**

When we started meeting virtually, concerns for bandwidth prompted us to ask members to keep the video cameras off. After two years, and "normalization" of online meetings, we urge the members to activate video cameras, assuming it doesn't impair their ability to log on and stay on. This is a soft transition to meeting in person and being visible to the audience.

Related to this, when we do start convening in-person meetings, we must have proof of vaccination for all attendees. Information on this and on activating DCA email accounts will be emailed this week.

**Committee Structure and Appointments**

The current Committee Structure and Assignment Request Form are attached for discussion under Item 12 on the agenda. Board Members should fill out the Request Form and email to me no later than February 25, 2022. The Executive Committee will review the requests and make appointments at their next meeting, and staff will inform Board members of their assignments. Please note that committee assignments last two years.

We hope to have a lively and thoughtful discussion with the Board on this matter, by providing a critical look at the existing structure, consider the Board's resources, and priorities. What roles and responsibilities should a standing committee carry? For example, if the committee is ministerial in nature; that is, receives and reviews staff reports to oversee the quality and quantity of work, but has few or no action items to report to the full board, should the committee meet every quarter, or is the presentation of the information for Board review and discussion sufficient oversight? Should the Board create a nimble structure, empanelling project-driven ad hoc committees instead of or in addition to standing committees?

### **Budget and Finance**

The Department's Budget Office will join us to provide updates on the Board's current fiscal position, as well as the Governor's Budget for 2022-23. The fiscal updates are attached. We will also present some background information and recommendations for the beginning of an ongoing conversation regarding the Board's fiscal challenges, which we hope will yield insights and ideas to strengthen our ongoing fiscal health.

### **Department of Consumer Affairs Updates**

We invited Deputy Director for Board and Bureau Relations, Carrie Holmes to provide updates from DCA.

### **Implementation of Sunset Legislation**

In November, the Board approved two Bulletins and six items particular to the new Program Approval process. The Board's action in November approved them, but the authorizing legislation, AB 1536, did not become law until January 1, 2022. These items (minus Bulletin #3, which is not yet complete) are included for review and discussion, and possible final ratification at this meeting.

Staff is working on several additional Bulletins plus the concepts for the Emergency Regulations for the Board's review and discussion.

### **Legislative and Regulations Updates**

With the new year comes new legislation. Our talented team has been looking at existing bills and watching for new ones, shepherding our rulemaking packages, developing our tracking and outreach tools, and thinking through strategies for the coming year.

The deadline to introduce new bills is February 18, 2022, and we will be preparing information for the Legislation and Regulations Committee.

The Public Hearing for our Fee Rulemaking package has been scheduled for March 16, 2022, and Board Members should have already received the notification.

Between the need to review and discuss the future Bulletins and the possible Emergency Regulations and the work following the Rulemaking Hearing, a Special Board Meeting in late March or early April will most likely be necessary. We will be sending out a scheduling poll for this in the next week.

**National Council of State Boards of Nursing (NCSBN)**

The NCSBN Midyear Meeting is March 15-17, 2022 and convened virtually.

Please don't hesitate to call or email with any questions or suggestions, or if you need help with anything.

Thanks, everyone. We're looking forward to the meeting.