



**Board of Vocational Nursing and Psychiatric Technicians
Department of Consumer Affairs
Public Board Meeting Minutes**

DATE: Friday, May 17, 2019

TIME: 9:00 a.m. – 6:00 p.m.
Or Until Completion of Business

LOCATION: Department of Consumer Affairs, Headquarters, 1625 North
Market Street, Hearing Room – South, Room 102,
Sacramento, CA 95834

**BOARD MEMBERS
PRESENT:** Tammy Endozo, LVN Member, Board President
Dr. Bernice Bass de Martinez, Public Member,
Vice-President
Paula Amezola de Herrera, Public Member
Aleta Carpenter, Public Member
John Dierking, Public Member
Kenneth Maxey, Public Member
Dr. Carel Mountain, Education Member
Paul Sellers, PT Member
Cheryl Turner, Public Member

**BOARD MEMBERS
NOT PRESENT:** Donna Norton, LVN Member

STAFF PRESENT: Elaine Yamaguchi, Executive Officer
Vicki Lyman, Assistant Executive Officer
Kenneth Swenson, DCA Senior Staff Counsel Attorney III
Jay Prouty, Enforcement Program Manager (Discipline Unit)
Candace Raney, Enforcement Chief
Vicky Saavedra, Budget Analyst
Kristine Dano, Staff Services Analyst
Marie Cordeiro, Supervising Nursing Education Consultant
Jessica Gomez, Nursing Education Consultant
Faye Silverman, Nursing Education Consultant
Margarita Valdes, Nursing Education Consultant
Dr. Cindy Fairchild, Nursing Education Consultant
Jen Johnson, Licensing and Evaluations Manager

9:00 a.m. OPEN SESSION

Agenda Item 7 Call to Order, Roll Call, and Establishment of Quorum

The meeting was called to order by Board President, Tammy Endozo at 9:02 a.m., Friday, May 17, 2019, at the Department of Consumer Affairs, Headquarters, 1625 North Market Street, Hearing Room – South, Room 102, Sacramento, CA 95834.

Agenda Item 8 Pledge of Allegiance

Mr. Sellers led the Pledge of Allegiance.

Agenda Item 9 Introduction of Board Members and Board Staff/Chair's Remarks

Board Members introduced themselves. A quorum was confirmed. Elaine Yamaguchi, Executive Officer, introduced herself and staff present. Kenneth L. Swenson, DCA Senior Staff Counsel Attorney III, introduced himself.

Agenda Item 10 Board Meeting Minutes – Review and Approval

A. February 22, 2019

Motion: Approve February 22, 2019 Board meeting minutes if there are no errors or omissions.

Moved by John Dierking and seconded by Dr. Bernice Bass de Martinez.

Tammy Endozo, Dr. Bernice Bass de Martinez, Aleta Carpenter, John Dierking, Kenneth Maxey, Dr. Carel Mountain, Donna Norton, Paul Sellers, Cheryl Turner voted in favor of motion. Paula Amezola abstained. Donna Norton was absent. Vote is unanimous and motion carries.

Public Comment:

None

Board Discussion:

None

B. April 30, 2019

Motion: Accept April minutes as presented.

Moved by Cheryl Turner and seconded by Aleta Carpenter.

Tammy Endozo, Aleta Carpenter, John Dierking, Kenneth Maxey, Dr. Carel Mountain, Donna Norton, Cheryl Turner voted in favor of motion. Dr. Bernice Bass de Martinez,

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Paul Sellers, Paula Amezola abstained. Donna Norton was absent. Vote is unanimous and motion carries.

Public Comment:

None

Board Discussion:

None

Agenda Item 11 Education Committee – Reports, Recommendations, and Possible Actions

A. Committee Report

Dr. Bass de Martinez presented the Education Committee report. All members were present during the last Education Committee meeting and recommendations brought to the full Board for consideration.

Public Comment:

None

Board Discussion:

None

B. Reconsideration of Provisional Approval

1. Advanced Medical School of Nursing, Pittsburg

Ms. Gomez, Nursing Education Consultant (NEC) presented the report. Ms. Gomez recommends denying the class, revoking provisional approval, and removing the program from approved list of schools.

Representative:

Dr. Pamela Frazier, Director of Nursing Program at Advanced Medical School of Nursing, Pittsburg, and Dr. Ike Muonekwu, Program Administrator, were present. Dr. Frazier commented the school was not given a chance to fix their mistakes. A consultant has been hired to improve the school's pass rate.

Public Comment:

None

Board Discussion:

None

Motion: Accept the report as written and approve the NEC's recommendations.

Moved by Education Committee.

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Tammy Endozo, Dr. Bernice Bass de Martinez, Paula Amezola, Aleta Carpenter, John Dierking, Paul Sellers, Donna Norton, Ken Maxey, and Dr. Carel Mountain voted in favor of motion. Cheryl Turner abstained. Donna Norton was absent. Vote is unanimous and motion carries.

Motion: Accept the report and recommendations from the NEC's regarding the Advanced Medical School of Nursing, Pittsburg.

Moved by the Education Committee.

Tammy Endozo, Dr. Bernice Bass de Martinez, Paula Amezola, Aleta Carpenter, John Dierking, Paul Sellers, Donna Norton, Ken Maxey, Dr. Carel Mountain, and Cheryl Turner voted in favor of motion. Donna Norton was absent. Vote is unanimous and motion carries.

There were no recommendations or motions regarding Stanbridge College as it was removed from the agenda during the last Education Committee meeting.

Public Comment:

None

Board Discussion:

None

Agenda Item 12 Education Division – Report, Recommendations, and Possible Actions Regarding Vocational Nursing and Psychiatric Technicians Program

A. Education Division Report

Ms. Cordeiro provided the Board with the Education Division report.

Public Comment:

None

Board Discussion:

None.

B. Reconsideration of Provisional Approval

1. Angeles Institute

The Board received the report from Ms. Silverman, for Ms. DeYoung NEC.

Representative:

John Scott Coward, Assistant Director at Angeles Institute, and Meri Halvorsen agreed with the NEC's recommendations.

Public Comment:

None

Board Discussion:

None

Motion: Accept recommendations from the NEC and to be acted upon as in the record.

Moved by Dr. Bass de Martinez and seconded by Mr. Maxey.

Tammy Endozo, Dr. Bernice Bass de Martinez, Paula Amezola, Aleta Carpenter, John Dierking, Paul Sellers, Donna Norton, Ken Maxey, Dr. Carel Mountain, and Cheryl Turner voted in favor of motion. Donna Norton was absent. Vote is unanimous and motion carries.

C. Request to Admit Students by Programs on Provisional Approval

1. Institute of Technology, Clovis

The Board received the report from Ms. Valdes, NEC.

Representative:

Paula Richards, Director of Nursing Institute of Technology, Clovis, agrees with the NEC's report.

Public Comment:

None

Board Discussion:

None

Motion: Accept the NEC's report regarding the Institute of Technology, Clovis and adopt the recommendations.

Moved by Mr. Dierking and seconded by Dr. Bass de Martinez.

Tammy Endozo, Dr. Bernice Bass de Martinez, Paula Amezola, Aleta Carpenter, John Dierking, Paul Sellers, Donna Norton, Ken Maxey, Dr. Carel Mountain, and Cheryl Turner voted in favor of motion. Donna Norton was absent. Vote is unanimous and motion carries.

2. Institute of Technology, Modesto

The Board received the report from Ms. Valdes, NEC.

Representative:

Paula Richards, former Director of Nursing Institute of Technology, Modesto, agrees with the NEC's report. Tisha LeCoufe, new Director of Nursing Institute of Technology, Modesto, accepts the NEC's report.

Public Comment:

None

Board Discussion:

None

Motion: Accept the report and approve the recommendations from the NEC.

Moved by Dr. Mountain and seconded by Ms. Carpenter.

Tammy Endozo, Dr. Bernice Bass de Martinez, Paula Amezola, Aleta Carpenter, John Dierking, Paul Sellers, Donna Norton, Ken Maxey, Dr. Carel Mountain, and Cheryl Turner voted in favor of motion. Donna Norton was absent. Vote is unanimous and motion carries.

3. Integrity College of Health

The Board received the report from Ms. Gomez, NEC.

Representative:

Melody Cochran, Director of Integrity College of Health, and Assistant Director Vella Masip agrees with the NEC's recommendations.

Public Comment:

None

Board Discussion:

None

Motion: Accept the report regarding Integrity College of Health and adopt the recommendations from the NEC.

Moved by Ms. Turner and seconded by Mr. Maxey.

Tammy Endozo, Dr. Bernice Bass de Martinez, Paula Amezola, Aleta Carpenter, John Dierking, Paul Sellers, Donna Norton, Ken Maxey, Dr. Carel Mountain, and Cheryl Turner voted in favor of motion. Donna Norton was absent. Vote is unanimous and motion carries.

4. Pasadena City College

The Board received the report from Ms. Silverman, NEC.

Representative:

Carla Christensen, Director for Pasadena City College and Assistant Director Donna Nielsen agrees with the NEC's recommendations.

Public Comment:

None

Board Discussion:

None

Motion: Accept the NEC's recommendations regarding Pasadena City College and adopt the recommendations.

Moved by Mr. Dierking and seconded by Ms. Turner.

Tammy Endozo, Dr. Bernice Bass de Martinez, Paula Amezola, Aleta Carpenter, John Dierking, Paul Sellers, Donna Norton, Ken Maxey, Dr. Carel Mountain, and Cheryl Turner voted in favor of motion. Donna Norton was absent. Vote is unanimous and motion carries.

5. Shasta Community College

The Board received the report from Ms. Valdes, NEC.

Representatives:

Nancy Skaggs, Program Director for Shasta Community College, and Elaine Carmena agrees with the NEC's recommendations.

Public Comment:

None

Board Discussion:

None

Motion: Accept the NEC's recommendations and report.

Moved by Ms. Carpenter and seconded by Dr. Mountain.

Tammy Endozo, Dr. Bernice Bass de Martinez, Paula Amezola, Aleta Carpenter, John Dierking, Paul Sellers, Donna Norton, Ken Maxey, Dr. Carel Mountain, and Cheryl Turner voted in favor of motion. Donna Norton was absent. Vote is unanimous and motion carries.

Agenda Item 13 Executive Officer's Report

Ms. Yamaguchi presented the Executive Officer's report. BVNPT's Facebook and Twitter accounts are live. Staff attended a licensing fair at West Hills Community College District which was a success. According to the American with Disabilities Act (ADA), all communications must be ADA accessible and compliant by July 1st which includes BVNPT's website and official correspondences. Staff will be trained on making documents ADA compliant. The July 1, 2019 response to AB 1229 and the

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Enforcement Monitor's recommendations shows that BVNPT has at least partially implemented every item. Ms. Yamaguchi provided Board members with a list of DCA relevant Bills.

Public Comment:

None

Board Discussion:

None

Motion: AB 613 (Lowe) is urgent legislation and should be moved to the Legislation committee. The committee is asked to meet between now and the first week in June.

Moved by Dr. Bass de Martinez and seconded by Ms. Carpenter.

Tammy Endozo, Dr. Bernice Bass de Martinez, Paula Amezola, Aleta Carpenter, John Dierking, Paul Sellers, Donna Norton, Ken Maxey, Dr. Carel Mountain, and Cheryl Turner voted in favor of motion. Donna Norton was absent. Vote is unanimous and motion carries.

Agenda Item 14 Presentation of Professional Identity

Kery Weybrew, Regional Dean of Nursing, Concorde Career College, gave a brief presentation about professional identity.

Public Comment:

None

Board Discussion:

None

Agenda Item 15 Executive Committee – Report, Recommendations, and Possible Actions

A. Committee Report

Ms. Endozo presented the Executive Committee Report. The report included updates on the strategic plan. SOLID will develop a draft plan for to Board members for discussion and review during the August Board meeting. The committee structure should be completed during the next special board meeting.

Public Comment:

None

Board Discussion:

None

B. 2019 Committee Structure

Agenda item postponed until the next special Board meeting.

Public Comment:

None

Board Discussion:

None

C. Board Administrative Procedures Manual

Agenda item postponed until the next special Board meeting.

1. Ad Hoc Committee Report on Salary Per Diem
Agenda item postponed until the next special Board meeting.

Public Comment:

None

Board Discussion:

None

Agenda Item 16 Licensing Division – Report, Recommendations, and Possible Actions

A. Committee Report

Ms. Lyman presented the Licensing Division report. The report included updates on the CE Audit, staffing updates, and Department of Justice fingerprint issue. BVNPT's front counter will start accepting credit cards July 1st. The Organizational Change Management report will be updated and presented at the August Board meeting. The Board received a comprehensive report of the Licensing Division statistics.

Public Comment:

None

Board Discussion:

None

Agenda Item 17 Strategic Outreach Committee - Report, Recommendations, and Possible Actions

A. Committee Report

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Mr. Dierking presented the Strategic Outreach Committee report. BVNPT's social media accounts are live and contents are being uploaded regularly. It was recommended to have a YouTube channel for licensing and enforcement overview. There are no action items.

Public Comment:

None

Board Discussion:

- Ms. Amezola encourages the committee to look at the Board of Accountancy for content inspiration.
- Ms. Endozo suggests that the AEO send an e-mail blast to licensees to disseminate information and when the committee is meeting.
- Mr. Maxey recommends having a recognition spotlight for the licensees during Board meetings.
- Ms. Amezola also recommended spotlighting BVNPT's staff.

Agenda Item 18 Legislation and Regulations Committee – Report, Recommendations, and Possible Actions

A. Committee Report

Ms. Turner presented the Legislation and Regulations Committee report. She gave the Board an update regarding implementation of AB 2138 (Chiu).

Public Comment:

None

Board Discussion:

None

Agenda Item 19 Enforcement Division – Report, Recommendations, and Possible Actions

A. Committee Report

Ms. Raney presented the Enforcement Division report. The report included updates on staffing, quarterly report statistics and the Monitor's report. Efforts are being made to enhance the Division by implementing new procedures, conducting regular case review meetings and working with the licensing unit.

Public Comment:

None

Board Discussion:

None

Agenda Item 20 Public Comment on Items Not on the Agenda.

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Public Comment:

None

Board Discussion:

None

Agenda Item 21 Suggestions for Future Agenda Items.

Public Comment:

None

Board Discussion:

- Mr. Maxey recommends having staff and licensee recognition.
- Ms. Amezola suggests discussing substance abuse.

Agenda Item 22 Adjournment

Ms. Endozo adjourned the meeting at 12:46 am.

Prepared by:

Signature on File
Elaine Yamaguchi
Executive Officer

Date: 09/05/2019

Approved by:

Signature on File
Tammy Endozo, LVN
Board President

Date: 08/16/2019