



BOARD MEETING MINUTES
Teleconference – Sacramento, Glendora, Lodi,
City of Industry, Los Angeles, and French Camp, CA
November 1, 2024

1. Call to Order / Roll Call / Establishment of Quorum

Gilda Dominguez, Board Chair, called the Speech-Language Pathology and Audiology and Hearing Aid Dispensers Board (Board) meeting to order on November 1, 2024, at 12 Noon. Ms. Dominguez called roll; six members of the Board were present and thus a quorum was established.

Board Members Present

Gilda Dominguez, Speech-Language Pathologist, Board Chair
Amy White, Dispensing Audiologist, Vice Chair
Tod Borges, Hearing Aid Dispenser
Karen Chang, Public Member
Tamara Chambers, Otolaryngologist, Public Member
Charles Sanders, Dispensing Audiologist

Staff Present

Cherise Burns, Assistant Executive Officer
Maria Liranzo, Legislation/Regulation/Budget Analyst
Brennan Meier, DCA Legal Counsel
Dao Choi, DCA Regulatory Counsel
Catherine Bachiller, DCA Office of Human Resources
Olivia Trejo, DCA Office of Human Resources
David Bouilly, DCA SOLID

2. Public Comment for Items Not on the Agenda

Ms. Dominguez asked for public comment for items not on the agenda.

Jody Winzelberg, Director of Clinical Education at San Jose State University, asked for recommendations when students should be submitting their application for a required professional experience license next year. Ms. Burns replied that she will send an email to her to share with other program directors.

3. Executive Officer (EO) Recruitment and Selection Process

Ms. Dominguez provided a background on the EO recruitment and selection process.

Ms. Dominguez invited Olivia Trejo and Catherine Bachiller of DCA Office of Human Resources to present to the Board on the EO recruitment and selection process.

Ms. Bachiller presented the EO recruitment process flowchart and asked if there were any questions regarding the process.

Tod Borges asked what happens if the Board is not satisfied with the applicants after the interviews. Ms. Bachiller replied that the final filing date can be extended. Ms. Trejo stated that a selection does not have to be made on the day of interviews if the Board is not satisfied with the applicants and the Board can vote to repost the announcement for additional candidates.

Ms. Dominguez asked if it was possible to reduce the final filing period. Ms. Bachiller replied that ten (10) days is the minimum requirement.

Mr. Borges asked if the applications are reviewed and screened at the same time and not as they come in. Ms. Bachiller replied that they are sent on a weekly basis and deferred to Ms. Trejo. Ms. Trejo replied that the EO Search Committee will decide how they want to review and screen applications either as they come in or at the same time.

Ms. Bachiller stated that a draft EO duty statement is included in the meeting materials and asked if there were edits or changes. Mr. Dominguez replied that she has no further changes from her initial changes which were to have the specific assignments to align with the aspects of the job contained in the DCA EO performance appraisal.

Ms. Bachiller stated that a draft EO recruitment announcement is included in the meeting materials and asked if there were any changes to the desirable qualifications. There was no Board discussion on changes to the desirable qualifications.

Ms. Bachiller stated that the announcement is typically advertised for at least thirty (30) days but that it can change and asked if there were any changes.

Ms. Dominguez asked the Board to consider fourteen (14) days instead of thirty (30) days. Dr. Amy White asked for her reason. Ms. Dominguez replied that she wants the Board to move forward efficiently. Dr. White suggested fourteen (14) days may not be sufficient to prepare for the application and suggested it stay at thirty (30) days. Mr. Borges expressed agreement with Dr. White's suggestion. Dr. Charles Sanders stated that the Board may be criticized for moving away from the standard filing period.

Ms. Dominguez asked what the minimum filing period can be. Ms. Trejo replied that it is ten (10) business days.

Ms. Dominguez asked if it would be ten (10) business days in addition to the thirty (30) days. Ms. Trejo replied that it would be a total of thirty (30) days.

Ms. Dominguez asked if thirty (30) days was the law. Ms. Trejo replied that thirty (30) days is the standard for this type of recruitment.

Ms. Dominguez expressed agreement to keep the filing period as thirty (30) days.

Ms. Bachiller stated that the announcement directs applicants to submit a statement of qualification not to exceed three (3) pages and asked if the Board would like the change the number of pages.

Ms. Dominguez asked if what is being proposed is standard. Ms. Trejo replied that three (3) pages are typical and standard for this type of recruitment but the Board can increase or decrease the number of pages.

Mr. Borges stated that three (3) pages is not unreasonable for the type of position. Dr. White and Ms. Dominguez expressed agreement with Mr. Borges statement.

Ms. Bachiller stated that the announcement will be posted next week with the filing final date thirty (30) days from when the announcement is posted.

Ms. Dominguez asked for a volunteer to be part of the EO Selection Committee (Committee) and volunteered herself.

Ms. Dominguez asked how many members can be in the Committee. Ms. Bachiller replied that it is two (2) total members.

Mr. Borges recommend John Dandurand due to his experience in management with interviewing and recruiting as a multi-unit manager, and asked if it was appropriate to volunteer a member not in attendance. Karen Chang expressed agreement with the Mr. Borges recommendation. Brennan Meier, DCA Legal Counsel, replied that the Board can but suggested to recommend and appoint someone who is present and can agree to the time commitment and participation requirements of the Committee. Ms. Trejo expressed agreement with Legal Counsel's suggestion.

Ms. Chang asked if the Board could elect an alternate. Ms. Trejo deferred to Legal Counsel and stated two (2) members are allowed to avoid violations to the Bagley-Keene Act. Legal Counsel replied that there could be some Bagley-Keene Act issues if the information is accidentally shared with the alternate member.

Dr. White recommended Dr. Sanders and stated that he is very experienced in the formal process of interviewing at the Department of Veterans Affairs and would be a great asset to the Committee. Dr. Sanders accepted the recommendation.

Ms. Dominguez asked for public comments. There were no comments from the public, outside agencies, or associations.

Amy White moved to approve Gilda Dominguez and Charles Sanders to the EO Selection Committee.

Karen Chang seconded the motion.

The motion carried 6-0. (Ayes: Dominguez, White, Borges, Chang, Chambers, Sanders)

4. The Board Will Meet in Closed Session Pursuant to Government Codes Section 11126(a)(1) to Discuss and Take Possible Action on the Selection Process and Appointment of an "Acting" or "Interim" EO.

The Board met in closed session to discuss and take possible action on the selection process and appointment of an "Acting" or "Interim" EO.

5. Pursuant to Government Code Section 11126(c)(3), the Board will Meet in Closed Session to Discuss Disciplinary Matters Including Proposed Decisions, Stipulated Decisions, Defaults, Petitions for Reductions in Penalty, Petitions for Reconsideration, and Remands.

The Board did not meet in closed session to discuss disciplinary matters.

6. Report on Actions Taken During Closed Session Regarding Acting on an Interim EO Appointment

Ms. Dominguez reported on actions taken during closed session regarding acting on an Interim EO appointment. Ms. Dominguez stated that an interim officer has been selected and will be announced at a later date.

Ms. Dominguez asked for public comments. There were no comments from the public, outside agencies, or associations.

7. Discussion and Possible Action to Review, Consider and Ratify Amended Regulations Regarding Advertising for Hearing Aid Dispensing as stated in Title 16, CCR sections 1399.127

Ms. Dominguez invited Maria Liranzo to present proposed changes to regulations regarding advertising for hearing aid dispensing. Ms. Liranzo provided a background on the proposed regulation and a summary of changes made to the modified text. Ms. Liranzo noted that the modified text, public comments, draft board responses to the public comments, and Order of Adoption are included in the meeting materials.

Ms. Dominguez asked for Board discussion. There was no Board discussion.

Ms. Dominguez asked for public comments. There were no comments from the public, outside agencies, or associations.

Charles Sanders moved to ratify the modifications to the regulatory text noticed to the public for a second 15-day comment period between October 16-31, 2024, approve the proposed Board responses to comments as noticed/amended, and direct Board staff to take all steps necessary to complete the rulemaking process, including the filing of the final rulemaking package with OAL, authorize the Interim Executive Officer to make any non-substantive changes to the proposed regulations before completing the rulemaking process, and adopt the proposed regulations in Title 16, CCR section 1399.127, as noticed.

Tamara Chambers seconded the motion.

The motion carried 6-0. (Ayes: Dominguez, White, Borges, Chang, Chambers, Sanders)

8. Adjournment

The meeting adjourned at 1:08 p.m.