

## **BOARD OF EXAMINERS ON**

### **SPEECH-LANGUAGE PATHOLOGY AND AUDIOLOGY**

Minutes of the November 17, 2003 Board Meeting

#### **CALL TO ORDER**

Chairperson Cheryl Walters established that a quorum was present and called the meeting to order at 12:50 p.m.

**Members Present:** Cheryl Walters, Chairperson, Judith Flaker, Norleen Fleming, Nancy Steeves, and Ruth Dodge

**Members Absent:** James Barclay

**Others Present:** Torrey Gray, Acting Board Clerk and Penny Vaillancourt, Administrator; Kate Silsby, Assistant Attorney General

#### **OLD BUSINESS:**

**A. Action on October 20, 2003 minutes.**

Nancy Steeves moved to approve the minutes. It was seconded by Judith Flaker.

**Vote: 5 in favor 0 – Opposed**

#### **NEW BUSINESS:**

**A. Complaint Officer's Report-** No complaints this month.

**B. Action to be taken on License Applications:**

There were 4 license applications: 4 were approved. Ruth Dodge made a motion to accept the applications as reviewed. The motion was seconded by Norleen Fleming.

**VOTE: 5-in favor – 0 opposed**

**C. Action taken on BESPAs activity number applications:**

There were 22 applications for activity numbers - 15 were approved and 8 were denied. A motion was made by Norleen to accept the BESPAs applications as reviewed and to send Consent Agreements with a \$25.00 fine to those licensees who filed requests for activity forms after October 6, 2003. The motion further required those who were late in submitting BESPAs activities from the last reporting cycle and who were also late in submitting BESPAs activities this reporting cycle enter into a Consent Agreement and pay a \$50.00 fine. Ruth seconded the motion.

**Vote: 5-in favor; 0-opposed.**

There were 341 Reporting Forms - 331 approved, 0 pended, and 10 denied. Norleen Fleming made a motion to accept the forms as reviewed. Ruth Dodge seconded the motion.

**Vote: 5 in favor 0 - opposed**

**D. Correspondence:** No correspondence this month.

**E. Miscellaneous:**

**F. Board Dates for Next Year** - Dates were confirmed with members

**ADMINISTRATORS' COMMENTARY:**

Discussion of the impact of OLR Chapter 13 Audit rule was held. It was explained to the Board that this rule supercedes the board's reporting requirements found in Chapter 3 Section 2. Consequently, the board must communicate immediately to its licensees how the 2006 renewal process will be handled. The board will draft a communication for approval and distribution as soon as possible. It was noted that there are current requests for BESPAs activity numbers for the next renewal cycle and that it was critical to get the message out soon and be clear about the expectations in the event of an audit.

**ADJOURN**

Norleen Fleming made a motion to adjourn at 4:54 p.m. and was seconded by Ruth Dodge. The next meeting is scheduled for December 15, 2003 at 1:00 p.m.

**Vote: 5 in Favor**

Respectfully submitted,

Torrey Gray, Acting Board Clerk