

**BOARD OF EXAMINERS ON SPEECH-LANGUAGE PATHOLOGY AND  
AUDIOLOGY**

*Minutes of the April 12, 2004 Board Meeting*

**I. CALL TO ORDER**

Chairperson Cheryl Walters established that a quorum was present and called the meeting to order at 1:03 p.m.

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

**Members Absent:** Norleen Fleming, James Barclay

**Others Present:** Jessica Doody, Board Clerk; Penny Vaillancourt, Administrator; and Kate Silsby, Assistant Attorney General

**II. OLD BUSINESS:**

**A. Action on March 15, 2004 minutes.**

Nancy Steeves moved to approve the minutes as amended, seconded by Ruth Dodge.

**Vote: 3 - in favor 1 - Abstained (Judith Flaker)**

**III. NEW BUSINESS:**

**A. Complaint Officer's Report**

SP-021-Review correspondence – the board received a letter requesting clarification regarding the direct supervision requirement as offered in the offered Consent Agreement to the licensee. The board will respond through its attorney, Kate Silsby, outlining the written report requirements and site visit requirements.

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

**The board will offer consent agreements to licensees who have submitted renewal applications with no extension & no reporting forms as follows: Warning, \$250.00 per violation, licensees must also complete CEU requirements within 90 days of date of consent agreement.**

**The board will offer consent agreements to licensees who have submitted renewal applications with no extension & late reporting forms that were either lacking documentation showing that all 25 hours of continuing education were completed or continuing education activities were completed outside of the reporting period as follows: Warning, \$100.00 fine, licensees must also complete remaining CEU requirements within 90 days of date of consent agreement.**

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

The following CEUs were acted upon:

Late BESPAs & Reporting Forms

18 Requests - approved

4 Requests - denied

BESPA Appeals

1 - granted

1 - denied

1 - pending

Reporting Forms-Extension Granted

7 - granted

2 - denied

BESPA Requests – Extension Granted

13 - granted

1 - pending

1 - denied

CEU Pre-Approval Requests

12 – approved

3 – denied

Ruth Dodge made a motion act upon CEU's as indicated above. The motion was seconded by Nancy Steeves.

Vote: 4 - In favor 0 – Opposed 0 – Recused

**D. Review of CEU Consent Agreements**

13 Consent Agreements were executed by Cheryl Walters and Carolyn Sislby.

**E. Correspondence**

**G. Miscellaneous**

**IV. Other Business**

**Administrator's Report:**

No report was given at this month's meeting.

**ADJOURN**

Judith Flaker made a motion to adjourn at 4:56 p.m., seconded by Ruth Dodge. The next meeting is scheduled for May 17, 2004 at 1:00 p.m.

**Vote: 4- in favor 0 – opposed**

All regular meetings are open to members of the public for observation, but not for participation. Public hearings for rule making are open for public comment. If you cannot attend this meeting, please contact Jessica Doody at 624-8674.

Respectfully submitted,

Jessica S. Doody, Board Clerk