

**Minutes of the Meeting of the
Louisiana Board of Examiners for
Speech-Language Pathology and Audiology**

April 13, 2012

Attending:

**Glenn Waguespack, L-AUD, Chairperson
Verlencia Millet, L-SLP, Vice Chairperson
Kerrilyn Phillips, L- SLP, Secretary/Treasurer
Dawn Richard, L-SLP, Board Member
Jimmy J. Guillory, L-AUD/SLP, Board Member
Laura Gresham, Public Member**

Absent:

Stanley Peters, M.D., Medical Advisor

The meeting was called to order by Glenn Waguespack at 9:00 a.m. in the Conference Room of the Board office located at 18550 Highland Road, Suite B, Baton Rouge, Louisiana. Kerrilyn Phillips, Secretary/Treasurer, conducted a roll call. Emily Efferson, Administrator, and Terry L. Martin, Administrative Assistant, were present for the meeting. Laura Gresham, Public Member, joined the meeting at 9:07 a.m.

AGENDA:

Motion was made by Jimmy Guillory, seconded by Dawn Richard and unanimously carried, to adopt the Agenda as amended with the following addition: h. Internet sale of hearing aids under Board/Staff Issues.

EXECUTIVE SESSION:

Motion was made by Kerrilyn Phillips, seconded by Verlencia Millet and unanimously carried, to go in to Executive Session at 9:58 a.m. for the following reasons:

to discuss the character, professional competence, or physical or mental health of a person, provided that such person is notified in writing at least twenty-four hours before the meeting, and

for investigative proceedings regarding allegations of misconduct or any other matter now provided for or as may be provided for by the legislature.

Votes for going in to Executive Session: Jimmy Guillory, yes; Verlencia Millet, yes; Dawn Richard, yes; Laura Gresham, yes; and Kerrilyn Phillips, yes.

Motion was made by Laura Gresham, seconded by Verlencia Millet and unanimously carried, to come out of Executive Session at 10:20 a.m. to take the following actions:

Motion was made by Kerrilyn Phillips, seconded by Laura Gresham and unanimously carried, to offer the respondent named in Complaint #2011-07 a counter-offer of the previous Consent Agreement and Order to include the following stipulations: Open book examination including part ii, \$8,000.00 fine, investigation cost of \$1,050.33, suspension, for 18 months including supervision and provision of Audiology services, publication by LBESPA, notification to HIPDB, SPALS, LSHA, ASHA, Department of Education, and

AAA, as well as notification to current employer upon finalization of this order. Respondent will have 10 days to accept or reject the offer. A hearing date is set for August 4, 2012.

MINUTES:

Motion was made by Jimmy Guillory, seconded by Dawn Richard and unanimously carried, to accept the minutes of the meeting held February 10, 2012 as presented.

PUBLIC COMMENTS:

There were no members of the public present to make a comment.

FINANCIAL:

A. Financial Statement for the Month Ending January 31, 2012

Board members were provided a copy of the Financial Statement prepared by Susan Sevario, CPA, for the period ending January 31, 2012.

B. Approval of Professional Service Contracts for Fiscal Year 2012-2013

Motion was made by Jimmy Guillory, seconded by Laura Gresham and unanimously carried, to renew the contract with Crystal Clear Solutions at \$100.00 per hour for website changes and \$105.00 per hour for database changes for a maximum contract amount of \$5,000.00.

Motion was made by Verlencia Millet, seconded by Dawn Richard and unanimously carried, to renew the contract with Balantz Systems at \$90.00 per hour for a maximum contract amount of \$5,000.00.

Motion was made by Laura Gresham, seconded by Dawn Richard and unanimously carried, to renew the contract with Ayn Stehr at \$175.00 per hour for a maximum contract amount of \$6,000.00.

Motion was made by Verlencia Millet, seconded by Jimmy Guillory and unanimously carried, to renew the contract with Susan Sevario at an increased rate of \$200.00 per month for a maximum contract amount of \$2,400.00.

Motion was made by Dawn Richard, seconded by Laura Gresham and unanimously carried, to renew the contract with the Department of Justice at \$120.00 per hour for a maximum contract amount of \$3,000.00.

Motion was made by Jimmy Guillory, seconded by Laura Gresham and unanimously carried, to renew the contract with Investigations Unlimited at a rate of \$50.00 per hour plus expenses at the state-approved rate for a maximum contract amount of \$5,000.00.

C. Approval of budget for FY 2012-2013

Motion was made by Kerrilyn Phillips, seconded by Jimmy Guillory and unanimously carried, to approve the budget for fiscal year 2012-2013 as follows:

**Louisiana Board of Examiners for
 Speech-Language Pathology and Audiology**

**Budget
 July 1, 2012 – June 30, 2013
 (Proposed April 2012)**

Revenues			
License Fees	200 * 125.00	25,000.00	
License Fees	15 * 150.00	2,250.00	
Upgrade Fees	120 * 30.00	3,600.00	
Renewal Fees	3330 * 65.00	216,450.00	
Renewal Fees	230 * 75.00	17,250.00	
Enforcement Actions		5,000.00	
Interest (Checking)		1,000.00	
Miscellaneous		10,000.00	
Total			280,550.00

Total Revenues \$280,550.00

Other Assets			
Cash in Checking		425,000.00	
*Invested Funds		123,000.00	
Total			548,000.00

Total Other Assets \$477,000.00

TOTAL AVAILABLE FUNDS \$828,550.00

*INVESTED FUNDS ARE MAINTAINED FOR LEGAL CHALLENGES, TO DEFEND A LAWSUIT, AND IN THE EVENT OF A NATURAL DISASTER.

LA R.S. 37:2657. Fees; compensation; expenses

The board shall retain all fees and other monies received by it. Such funds may be expended by the board without appropriation for costs of administration and other expenses. Additionally, such funds may be used for the establishment and operation of continuing education programs relating to speech, language, or hearing disorders. Any funds remaining unexpended and unencumbered at the end of each fiscal year shall be retained by the board for expenditure in succeeding years and no part thereof shall revert to the general fund of the state.

EXPENSES

Salaries		
E. Efferson		
C. Quebedeaux		
T. Martin		
S. Hoover		
Total		113,000.00

Related Employee Benefits		
Retirement (26% ER contribution)	29,380.00	
FICA & Medicare Tax	2,000.00	
Health Ins (Quebedeaux & Martin)	11,602.00	
Total		42,982.00

Total Salaries & Benefits \$155,982.00

Expenses/ Travel			
Administrative (in-state mileage)		1,000.00	
Administrative (in-state other)		500.00	
Board (in-state mileage)		10,000.00	
Board (in-state other)		2,000.00	
Administrative (out-state other)		3,000.00	
Board (out-state mileage)		500.00	
Board (out-state other)		20,000.00	
Total			37,000.00

Expenses/ Meeting			
Hotel, food, etc.			15,000.00

Total Travel & Meeting Expenses \$52,000.00

Expenses/ Operating			
Advertising		5,000.00	
Rent		17,191.08	
Printing		7,500.00	
Postage & Delivery		10,000.00	
Dues & Subscriptions		1,800.00	
Maintenance		1,000.00	
Insurance		1,000.00	
Bank Charges/Fees		6,000.00	
Telephone		1,000.00	
Security		0.00	
Janitorial		0.00	
Equipment Rental		2,000.00	
Miscellaneous		1,000.00	
Continuing Education		15,000.00	
Office Supplies		6,000.00	
Total			74,491.08

Total Operating Expenses \$74,491.08

Professional Services			
Accounting		2,400.00	
AG Representation		3,000.00	
Auditor		2,500.00	
Calligrapher		1,000.00	
Computer Consultants		10,000.00	
Other Consultants		2,000.00	
Court Reporter		500.00	
Investigators		5,000.00	
Legal Counsel		6,000.00	
Mailing Service		5,000.00	
Payroll		2,000.00	
Total			39,400.00

Total Professional Services \$39,400.00

Acquisitions/Equipment			
Computer Equipment		5,000.00	
Scanning Equipment/License Renewal		6,000.00	

Office Equipment		4,000.00	
Total			15,000.00

Total Acquisitions \$15,000.00

TOTAL EXPENDITURES \$336,873.08

Total Revenue over Expenditures (\$56,323.08)

Total Available Funds over Expenditures \$368,676.92

- D. Approval of proposed budget for FY 2013-2014
Members of the board agreed to table this matter until later in the 2012-2013 fiscal year.
- E. Public awareness campaign during Better Hearing and Speech month
Motion was made by Laura Gresham, seconded by Verlencia Millet and unanimously carried, to publish the newspaper ad for Better Hearing and Speech Month in *The Advocate*, *The Shreveport Times*, *The Times Picayune*, and *the Baton Rouge Parents Magazine* in May at the cost of \$2678.34.

BOARD/STAFF ISSUES:

- A. Meeting with Eldorado Brown, Restricted SLP
Eldorado Brown, Restricted SLP, requested a meeting with the Board to express her concern about being supervised as if she were a SLP Assistant should she become employed with Early Steps. Ms. Brown's other concern was relative to grandfathering. Deborah Townsend accompanied Ms. Brown. Ms. Brown advised the Board members that she received her Bachelor's degree in Speech Language Pathology in 1976 from Nicholls State University and received her Master's degree in Education as a Reading Specialist in 1978. Ms. Brown stated that she became a teacher in 1976. She became licensed as a Restricted SLP on November 6, 1989. Based on the date she received her degree, Eldorado Brown believes she should have been allowed to grandfather as a fully licensed SLP. Ms. Brown informed the Board members that as she nears retirement she would like to work for Early Steps, but because of Early Steps guidelines she would have to be supervised as an assistant. The Board informed Ms. Brown that the time frame for grandfathering for speech-language pathologists was for one year and was applicable only to those holding a license at that time. The Board also informed Ms. Brown that they cannot change Early Steps requirements.
- B. Review of possible changes to Practice Act and Rules
The Board discussed possible changes to the Practice Act and Rules. Glenn Waguespack will contact Ayn Stehr for her opinion and guidance on opening the law.
- C. LBESPA 2012 Annual Conference
Terry Martin informed the Board that 62 individuals have pre-registered for the LBESPA Continuing Education Workshop to be held April 14, 2012. The Board was informed that the presenters would give their own introduction and welcome topic.
- D. Louisiana Personnel Council Membership
Motion was made by Jimmy Guillory, seconded by Laura Gresham and unanimously carried, to financially support Emily Efferson's membership with the Louisiana Personnel Council, Inc. LPC is an organization created to provide a forum for the exchange of information, make recommendations and foster practices for improved personnel information in state government, and

create a better understanding and application of the principles of management as applied to personnel administration.

E. Legislation with Potential Impact on Board

HB 295

Summary: **EMPLOYMENT:** Prohibits disqualification or ineligibility to practice a licensed trade or profession solely because of a prior criminal record, unless a conviction directly relates to the position sought. Proposed law retains present law except deletes the reference to conviction of a felony.

HB 329

Summary: **PUBLIC CONTRACTS:** Requires recipients of public contracts to make available the names and amounts paid to individuals for hourly services. Proposed law requires the contractor to retain such information for no less than three years after completion of the contract. It also prohibits the public entity from signing or renewing a contract that does not contain a sworn affidavit that the contractor will retain the information and make available as required by law.

HB 580

Summary: **PUBLIC MEETINGS:** Provides for the posting of the notice of a meeting of a public body on the official website of the public body.

HB 732

Summary: **MILITARY AFFAIRS:** Provides for licensure of individuals with military training and their spouses.

HB 949

Summary: **PUBLIC MEETINGS:** Provides relative to meetings of public bodies. If enacted, this will require changes to public comments.

SB 192

Summary: **FEES/LICENSES/PERMITS:** Provides for licensure of individuals with military training and their spouses. (8/1/12) (*Same as HB 732*)

SB 422

Summary: **ADMINISTRATIVE PROCEDURE:** Provides relative to legislative review of emergency rules or fees. (gov sig) The emergency rule shall include specific reasons why the failure to adopt the rule on an emergency basis would result in imminent peril to the public health, safety, or welfare.

F. Update on Student Presentation

Louisiana State University Health Science Center in New Orleans cancelled the presentation they requested for their Audiology students. Glenn Waguespack presented at Louisiana State University Health Science Center in Shreveport to Speech-Language Pathology students on March 9, 2012.

G. State Evaluation Form

Verlencia Millet informed the Board that the Personnel Committee will revise the administrator's evaluation form.

H. Internet Sale of Hearing Aids

Glenn Waguespack informed the Board that ASHA and AAA have met with Health Innovations and informed them that this is a consumer health issue because audiologists are not involved with the consumers receiving the hearing aids. ASHA and AAA have asked licensing boards to consider writing a letter to Health Innovations concerning this consumer health issue. Board members supported Glenn Waguespack writing a letter on behalf of the Board.

CONFERENCES:

NCSB:

A. CEU Sponsorship

Motion was made by Jimmy Guillory, seconded by Laura Gresham and unanimously carried, to co-sponsor the NCSB conference for ASHA continuing education credit.

B. Nomination for Honors

Motion was made by Verlencia Millet, seconded by Jimmy Guillory and unanimously carried, to nominate Theresa Rodgers. Glenn Waguespack will prepare nomination ballot.

C. Election Ballot

President-elect will need to be voted for at the May 31, 2012 meeting.

D. Attendance at Annual Conference – October 11-13, 2012 in Williamsburg, VA

Motion was made by Jimmy Guillory, seconded by Laura Gresham and unanimously carried, to send Dawn Richard, Terry Martin, Ayn Stehr and Glenn Waguespack to the conference and to board member training. **Motion** was made by Dawn Richard, seconded by Verlencia Millet and unanimously carried, to send Verlencia Millet, Laura Gresham, Kerrilyn Phillips, Emily Efferson and Jimmy Guillory to the conference.

LSHA:

A. Attendance at Annual Conference - June 1 – 2, 2012 at Hilton Lafayette

Motion was made by Verlencia Millet, seconded by Laura Gresham and unanimously carried, to send board members and staff to LSHA Annual Conference.

B. Topics for Board's Presentation

The Board will give its presentation at the LSHA Conference on Saturday, June 2, 2012. Possible topics to be discussed include: changes in the Rules since September 2011, licensee count, number of complaints and areas of complaints.

C. Sponsorship

Motion was made Dawn Richard, seconded by Jimmy Guillory and unanimously carried, to approve sponsorship in the amount of \$3000.00 for the 2013 annual conference sponsored by LSHA.

SPALS:

A. Exhibit request at 2012 Conference – September 27-28, 2012 at Baton Rouge River Center

Motion was made by Verlencia Millet, seconded by Laura Gresham and unanimously carried, to pay the fee of \$300.00 to exhibit at the SPALS Annual Conference.

CLEAR:

A. Membership Renewal

Motion was made by Jimmy Guillory, seconded by Verlencia Millet and unanimously carried, to pay the membership renewal in the amount of \$240.00.

Executive Session:

Motion was made by Jimmy Guillory, seconded by Laura Gresham and unanimously carried, to go in to Executive Session at 2:55 p.m. for the following reasons:

to discuss the character, professional competence, or physical or mental health of a person, provided that such person is notified in writing at least twenty-four hours before the meeting, and

for investigative proceedings regarding allegations of misconduct or any other matter now provided for or as may be provided for by the legislature.

Votes for going in to Executive Session: Jimmy Guillory, yes; Verlencia Millet, yes; Dawn Richard, yes; Laura Gresham, yes; and Kerrilyn Phillips, yes.

Motion was made by Laura Gresham, seconded by Verlencia Millet and unanimously carried, to come out of Executive Session at 3:58 p.m. to take the following actions:

A. New Complaint #2012-05

Motion was made by Jimmy Guillory and seconded by Verlencia Millet and unanimously carried, to accept complaint # 2010-05 and to send for investigation.

B. Update on Consent Agreement and Order #21012-02

Motion was made by Dawn Richard and seconded by Jimmy Guillory and unanimously carried, to send a reminder letter stating the Board has not received his revised self-study outline, the self-study references, and his narrative on the importance of licensure to include the importance of licensure from a consumer protection standpoint. The reminder should also include his deadline date of June 2, 2012.

C. Complaint #2012-03

Motion was made by Dawn Richard and seconded by Jimmy Guillory and unanimously carried, to release Anne-Marie Keesler from her Consent Agreement and Order based on successful completion of all terms.

D. Review of Applications

Motion was made by Jimmy Guillory, seconded by Kerrilyn Phillips and unanimously carried, to approve the following applications for **Full or Provisional Speech-Language Pathology and/or Audiology licenses:**

Price, Jamie Williams	6615	L-SLP	Witcher, Kimberly	6616	L-SLP
Totaro, Malorie	6617	PL-SLP	Oakes, Maria	6618	PL-SLP
Rojas, Maria G.	6621	L-SLP	Scram, Jeanette L.	6622	L-SLP

Griffith, Katherine	6623	L-SLP	Irvine, Andrea C.	6624	PL-SLP
Cox, Kristen	6626	PL-SLP	Kelly, Christine S.	6628	L-SLP
Sanchez, Elisa M.	6629	L-SLP	White, Wendy	6630	L-SLP
Hill, Elizabeth	6631	L-SLP	Schaffen, Elizabeth	6632	L-SLP
Welch, Samantha	6634	L-SLP	Griffith, II Joe W.	6633	L-AUD/HA Disp
Banks, Nakia C.	4292	PL-SLP	Barrios, Ashley	4807	PL-SLP

Motion was made by Dawn Richard, seconded by Jimmy Guillory and unanimously carried, to approve the following applications for a **Speech-Language Pathology Assistant or Provisional Speech-Language Pathology Assistant** licenses:

Bailey, Elizabeth G.	6614	SLP Asst	Kaziuchits, Alisa V.	6619	PL-SLP Asst
Edney, Susan	6320	SLP Asst	Johnson, Eryn C.	6620	PL-SLP Asst
Poche', Jordan	6625	PL-SLP Asst	Whittington, Alicia D.	6627	PL-SLP Asst
Knight, Crystal D.	6337	SLP Asst			

Motion was made by Jimmy Guillory, seconded by Dawn Richard and unanimously carried, to upgrade the following licenses:

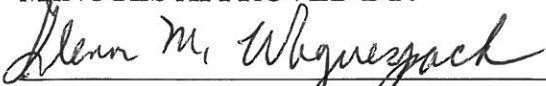
Payne, Erica	5741	L-SLP	Garcia, Sarah Kennedy	6295	L-SLP
Abshire, Caysi B.	6413	L-SLP	Becnel, Victoria R.	6411	L-SLP
Pardue, Lisa Passman	6015	L-SLP	Sims, Melissa	6405	L-SLP
Carreras, Kelli	6523	L-SLP	Roy, Lindsey B.	6509	L-SLP
Hebert, Nicole L.	6470	L-SLP	Medine, Kathryn M.	6367	L-SLP

Motion was made by Jimmy Guillory, seconded by Dawn Richard and unanimously carried, to reinstate the following licenses:

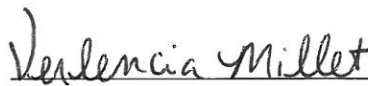
Bertani, Carla	2939	L-SLP
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Motion was made by Laura Gresham, seconded by Jimmy Guillory and unanimously carried, to adjourn the meeting at 4:00 p.m.

MINUTES APPROVED BY:



Glenn M. Waguespack, L-AUD
Chairperson



Verlencia Millet, L-SLP
Vice-Chairperson