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3 **Ohio Board of Speech-Language Pathology and Audiology**
4 **77 South High Street, 16th Floor**
5 **Columbus, Ohio 43215**

6 **MINUTES**

7 **October 24, 2003**

8
9 The meeting was called to order at 9:10 A.M. by Chairperson, Jane M. Kukula, Au.D. in Rooms
10 East B & C, 77 South High Street, 31st Floor, Columbus, Ohio.

11
12 **Members present:** Jane M. Kukula, Au.D., Audiology Board Member, and Chairperson
13 Cindy Satterfield, M.A., Speech-Language Pathology Board Member, and Acting
14 Vice-Chairperson
15 Debra Abel, Au.D., Audiology Board Member
16 Carol Leslie, Ph.D., Speech-Language Pathology Board Member
17 Patrick N. Mangino, M.A. Audiology Board Member
18 Ann Glaser, M.S., Speech-Language Pathology Board Member
19 Ann Shotwell, Public Board Member

20
21 **Also present:** Michael J. Setty, Interim Executive Director
22 Dominic Chieffo, Assistant Attorney General
23 Doug Hart, Licensing Administrator
24 Deborah Howard, Administrative Assistant

25
26 **PUBLIC AND PROFESSIONAL ORGANIZATIONS' COMMENTS**

27 No public comments were presented.

28
29 **AGENDA**

30
31 The agenda was presented and reviewed. Amendments were made.

32
33 **Motion#1** Dr. Leslie moved to accept the agenda as amended. Ms. Satterfield seconded the
34 motion, which passed unanimously.

35
36 **BOARD BUSINESS**

37 **Motion#2** Dr. Abel moved to enter executive session for the discussion of legal matters of the
38 Board. Dr. Leslie seconded the motion, which passed by roll call vote as follows: Dr. Abel: yes;
39 Ms. Glaser: yes; Dr Kukula: yes; Dr. Leslie: yes; Mr. Mangino: yes; Ms. Satterfield: yes; and Ms.
40 Shotwell: yes.

41 *The Board went into Executive Session at 9:20 A.M., absent Ms. Howard and Mr. Hart.*
42 *The Board returned to Public Session at 9:35 A.M. with Mr. Hart and Ms. Howard rejoining*
43 *the meeting.*

44
45 **MINUTES**

46 Minutes of
47 the May 21, 2003 Meeting were deferred until the December meeting.

48
49 Minutes of the June 25, 2003 meeting were reviewed and corrected.

50 **Motion#3** Dr. Abel moved to approve the June 25, 2003 Minutes as corrected. Ms. Satterfield
51 seconded the motion, which passed unanimously.

52
53 Minutes of the August 13, 2003 meeting were corrected.

54 **Motion#4** Dr. Leslie moved to approve the August 13 Minutes as amended. Dr. Abel seconded the
55 motion, which passed unanimously.

56
57 **CHAIRPERSON'S COMMENTS**

58 Dr. Kukula reported on a meeting she recently attended regarding the clinical training of 4th year
59 Doctor of Audiology students. As the education of audiologists evolves from two year to four year
60 postgraduate degree, universities are incorporating the professional experience in the 4th year of
61 training. The meeting was sponsored by the universities with Audiology programs in Ohio. Issues
62 relating to payment of students during the fourth year of clinical training, supervision requirements,
63 a and the licensure of students were discussed. These issues and others regarding clinical training
64 for the doctorate are issues the come before the Board.

65
66 Dr. Kukula shared with the Board correspondence she had received from Kenneth F. Ruder, Ph.D.,
67 President of OSLHA regarding the operations of the Board and the Board's commitment to the
68 advancement of the professions within the State of Ohio. The Board directed Dr. Kukula to respond
69 to Dr. Ruder's letter.

70
71 Mr. Chieffo reported on a recent article in the Cleveland Plain Dealer regarding e-mail and
72 telephone communications and implications for Sunshine Laws compliance. A copy of this article
73 will be forwarded to the Board. Mr. Setty will send examples of his e-mails to Board members for
74 Mr. Chieffo to review for compliance.

75
76 **EXECUTIVE DIRECTOR'S REPORT**

77 Mr. Setty proposed options for the receipt of Board Member Packets. Board Members are to inform
78 Mr. Setty whether they wish to receive their packets via mail, E-mail or CD/floppy disc.

79
80 Mr. Setty presented the financial report for the first quarter of FY 2004. All categories of expenses
81 are within budget. Significant surpluses exist in the personnel budget.

82
83 The staff is beginning the process to update our licensing records to permit on line applications and
84 license renewals. This will take place over the next three months. Board Rules will need to be
85 changed to accommodate E-licensure. The goal is to initiate on line applications for the Summer of

86 2004 and license renewal in the Fall of 2004. Ultimately these changes will make the licensing
87 process and renewal more user friendly and provide a better database for the Board's licensing
88 records.

89
90 Doug Hart was appointed Licensing Administrator. This position typically has signatory authority
91 for the Executive Director in his absence. Mr. Setty requested Board authorization for Mr. Hart to
92 have this authority.

93 **Motion#5** Dr. Abel moved to grant Mr. Hart signatory authority in the absence of the Executive
94 Director. Mr. Mangino seconded the motion, which passed unanimously.

95
96 Mr. Setty reported that he would be making presentations at state universities with audiology and
97 speech-language pathology programs. He is scheduled to speak to the students at Miami University
98 on November 12, 2003.

99
100 A draft for a Board Minutes Procedure was presented to the Board. This procedure will be
101 forwarded to the Policy and Procedure Committee for review.

102
103 New License Certificates have been printed and are now in use. These certificates are numbered for
104 control and meet with the standards suggested in the Audit Report.

105
106 Mr. Setty informed the Board that updated copies of Chapter 4753 ORC have been printed to
107 include recent rule change. Updated copies were placed in Board Member notebooks.

108
109 Mr. Setty updated the Board on compliance with the FY 2002-2003 Audit Report. Immediate issues
110 have been addressed, however policies and procedures will have to be documented and approved by
111 the Board on many of the citations noted in the report. Drafts of these policies and procedures will
112 be forwarded to the Policy and Procedure Committee as they are developed.

113
114 During the past two months the following reports were submitted to the State per policy:

- 115 Annual Inventory Report
- 116 EDGE Goal Plan
- 117 Board Disaster Recovery Plan
- 118 Board Safety and Security Plan

119 A copy of the Board's Disaster Recovery Plan will be forwarded to Board Members.

120
121 Mr. Setty reported that the Board did not possess property insurance and that he would obtain a
122 quote for insurance and present this at the December 10, 2003 Meeting for review.

123
124 Updates to the Board's web site were noted.

125 **INVESTIGATIONS**

126 **Motion#6** Dr. Leslie moved to enter executive session for the discussion of investigations of
127 licensees. Ms. Satterfield seconded the motion, which passed by roll call vote as follows: Dr. Abel:
128 yes; Ms. Glaser: yes; Dr Kukula: yes; Dr. Leslie: yes; Mr. Mangino: yes; Ms. Satterfield: yes; and
129 Ms. Shotwell: yes.
130

131 *The Board and Staff went into Executive Session at 10:30 A.M.*

132 *The Board returned to Public Session at 10:50 A.M.*

133 **Motion#7** Dr. Abel moved to close Case CO2-11. Dr Abel seconded the motion, which passed
134 uncontested. Ms. Satterfield abstained.

135
136 **Motion#8** Dr. Leslie moved to close Case AO3-11. Ms. Satterfield seconded the motion, which
137 passed uncontested. Ms. Satterfield abstained.

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139 **Motion#9** Dr. Abel moved to close Case AO3-18. Ms. Glaser seconded the motion, which passed
140 uncontested. Ms. Satterfield abstained.

141
142 **Motion#10** Dr. Leslie moved to close Case CO3-22. Dr. Abel seconded the motion, which passed
143 uncontested. Ms. Satterfield abstained.

144
145 **Motion#11** Dr. Abel moved to close Case CO3-49. Ms. Shotwell seconded the motion, which
146 passed uncontested. Ms. Satterfield abstained.

147
148 **Motion#12** Dr. Abel moved to close Case AO3-43. Dr. Leslie seconded the motion, which passed
149 uncontested. Ms. Satterfield abstained.

150
151

152 **LICENSURE**

153 **Motion#13** Ms. Satterfield moved to ratify the following Speech-Language Pathology licenses
154 granted by the Executive Director on August 15, September 2, September 12, October 1, and
155 October 15, 2003. Ms. Shotwell seconded the motion, which passed unanimously.

156 Granted by Executive Director –8/15/03

157 Kimberly Rosenbauer SP7844

158 Stephanie L. Morrison SP7845

159 Sara Lynn McMahan SP7846

160 Jillene Catterson SP7847

161 Tressa Kingery SP7848

162 Kristen A. Slavick SP7849

163 Ellen M. Christ SP7850

164 Granted by Executive Director - 9/2/03

165 Debora L. Giano SP7851

166 Marina J. Griffiths SP7852

167 Michelle K. Angelica SP7853

168 Christine M. Buchanan SP7854

169 Valorie L. Andrews SP7855

170 Cheryl A. Steele SP7856

171 Granted by Executive Director – 9/12/03

172 Amy Jo Paluch SP3883, relicensure

173 Cynthia Louise Andric SP7857

174 Yael Cik SP7858

175 Elizabeth M. Cuadrado SP7859

176 Anna B. DiGaudio SP7860

177 Jacqueline A. Lucey SP7861

178 Kelli Martin SP7862

179 Leah E. Miller SP7863

180 Ruth Nicholson SP7864

181 Granted by Executive Director – 10/01/03

182 Katherine Hutyear SP7667

183 Artleatta Artheana Scott SP7666

184 Mathew J. DeMooy SP7665

185 Andrea J. Sieger SP7669

186 Maggie J. Vaughn SP7668

187 Julia C. Fox SP7670

188 Granted by Executive Director – 10/15/03

189 Cynthia L. Moser SP7671

190 Nancy Paullin SP7672

191 Amber McBeth SP7673

192 Amanda L. Bush SP7674

193 Shelley Y Chitty SP7675

194 Suzanne M. Marcin SP7676

195

196 **Motion#14** Ms. Satterfield moved to ratify the following Audiology Licenses granted by the
197 Executive Director on August 15, September 12, October 1, and October 15, 2003. Mr. Mangino
198 seconded the motion, which passed unanimously.

199 Granted by Executive Director – 8/15/03

200 Stephanie J. Wetmore A01452

201 Granted by Executive Director – 9/12/03

202 Ellen J. Hunter-Lininger A01453

203 Granted by Executive Director – 10/01/03

204 Ellen C. Cobler A01454

205 Daniel M. Schwartz A01455

206 Granted by Executive Director – 10/15/03

207 Monica K. Mason A-1456

208

209 **Motion#15** Ms. Satterfield moved to ratify the following Conditional Speech-Language Pathology
210 Licenses granted by the Executive Director on September 2, September 12, and October 1, 2003.
211 Dr. Leslie seconded the motion, which passed unanimously.

212

213 Granted by Executive Director – 9/2/03:

214 Jandee McKee CSP2004048

215 Kelli P. Shytle CSP2004050

216 Stephanie M. Doucette CSP200452

217 Marlo J. Mewherter CSP2004054

218 Granted by Executive Director – 9/12/03

219 Jill Rushkewica CSP2004056

220 Christine A. Chambers CSP2004058

221 Granted by Executive Director –10/01/03

222 Amy C Clipson CSP2004018

223 Dakshika Bandaranayake CSP2004019

224 Kristin L. Neimeyer CSP2004021

225 Erika Alexander CSP2004020

226 Anna M. Cady CSP2004022

227

228 **Motion#16** Ms. Satterfield moved to ratify the following Conditional Audiology Licenses
229 approved by the Executive Director on August 15 and September 2 2003

230

231 Granted by Executive Director – 8/15/03

232 Elizabeth S. Ryerson CA2004016

233 Granted by Executive Director – 9/2/03

234 Shannon J. Wright CA2004017

235

236 **Motion#17** Ms. Satterfield moved to ratify the following Special Conditional Speech- Language
237 Pathology Licenses granted by the Executive Director on August 15, September 2, September 12,
238 and October 15, 2003. Dr. Leslie seconded the motion, which passed unanimously.

239

240 Granted by Executive Director – 8/15/03:

241 Laura R. Jordan CSP2004043

242 Kari L. Puckett CSP2004044

243 Granted by Executive Director – 9/2/03:

244 Christine Koch CSP2004045

245 Jean H. Wilson CSP2004046

246 Renee Ransom CSP2004047

247 Angela Kantner CSP2004049

248 Mary Frances Sulminski CSP2004051

249 Stacey McPike CSP2004053

250

251 Granted by Executive Director 9/12/03:

252 Sarah M. Repphun CSP2004055

253 Penny S. Tinnin CSP2004057

254

255 Granted by Executive Director –10/15/03

256 Iris L. Sumatra CSP2004023

257

258 **Motion#18** Ms. Satterfield moved to ratify the following Special Conditional Audiology License
259 granted by the Executive director on September 12, 2003. Ms. Glaser seconded the motion, which
260 passed unanimously.

261 B. Brooke Sutherland CA2004018

262

263 **Motion#19** Dr. Leslie moved to grant the following Audiology Aide Licenses Mr. Mangino
264 seconded the motion, which passed unanimously.

265

266 Johnny F. Cordle

267 Triwity M. Steele

268 Karen L. Stuart

269

270 **Motion#20** Ms. Glaser moved to grant the following Audiology Aide Licenses. Mr. Mangino
271 seconded the motion, which passed unanimously.

272 Jana L. Mader

273 Carrie Rittenhouse

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277 **Motion#21** Ms. Glaser moved to grant the Audiology Aide License of Fred Miller. Mr. Mangino
278 seconded the motion, which passed unanimously.

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280 **Motion#22** Ms. Glaser moved to table the Audiology Aide application of Angela D. Wells until
281 the next meeting. Dr. Abel seconded the motion, which passed unanimously.

282

283 **Motion#23** Ms. Glaser moved to grant the Audiology Aide License of Linda Gordon. Dr. Leslie
284 seconded the motion, which passed unanimously.

285

286 **Motion#24** Dr. Abel moved to table the Audiology Aide application of Elizabeth Salchak. Ms.
287 Glaser seconded the motion, which passed unanimously.

288

289 **Motion#25** Ms. Glaser moved to grant the Audiology Aide License of Karman M. Klug. Ms.
290 Shotwell seconded the motion, which passed unanimously.

291

292 **Motion#26** Ms. Glaser moved to grant the Audiology Aide License of Elissa Gonidakis. Mr.
293 Mangino seconded the motion, which passed unanimously.

294

295 **Motion#27** Cheryl A Posey (SP6131) requested a waiver of the requirement that a supervisor have
296 36 months of clinical experience to be able to supervise the professional experience for Jandee
297 McKee (CSP2004048), due to her extensive work history. Dr Abel moved to grant the request. Ms.
298 Satterfield seconded the motion which passed unanimously.

299

300 **Motion#28** Nancy J.McCloskey (SP3479) requested a waiver of the requirement that a supervisor
301 have 36 Months of clinical experience to supervise the professional experience of Ann Rachelle
302 Hulsman (CSP2004039) due to extensive work history. Dr Leslie moved to grant the request. Ms
303 Satterfield seconded the motion, which passed uncontested. Dr. Kukula abstained.

304

305 **Motion#29** Dr. Leslie moved to waive the thirty-six month requirement for Sue Ann Philipbar
306 (SP3675) to supervise the professional experience of Anna Lisa Lincoln (CSP2003106). Ms.
307 Satterfield seconded the motion, which passed by majority vote. Dr. Kukula abstained.
308

309 *At 11:50 A.M. the Board adjourned for lunch.*

310 *At 1:45 P.M. the Board reconvened.*

311 **CORRESPONDENCE**

312 Audiology Foundation of America (AFA). A letter and a Position Statement regarding the clinical
313 training of 4th year Doctor of Audiology students from Audiology Foundation of America relating
314 to licensure was reviewed by the Board. The Ad Hoc Committee on Audiology Issues will address
315 the issues raised.

316
317 Governor Bob Taft. The Board reviewed a letter from the Governor regarding ethics training for
318 Board Members and Board Executive Directors. Board members who have not attended a previous
319 training are to contact Mr. Setty if they can attend either date.

320
321 **COMMITTEE REPORTS**

322 **Professional Standards Review.** Ms. Glaser reported that the Professional Standards Review
323 Committee met on October 23, 2003 and drafted changes to rules on the professional experience
324 year. The committee is also reviewing a simplified process of calculating PEY hours.

325
326 **Communication.** Dr. Leslie reported that the Board Member Orientation program is almost
327 complete and should be finished in two weeks.

328
329 **Rules.** Dr. Abel reported that the Rules Committee would be reviewing recommended changes in
330 the professional experience year and would be addressing changes related to the training of fourth
331 year Au.D. students. Dr. Kukula requested review of the code of ethics by the Committee.

332
333 **Administrative Systems.** It was suggested that the Strategic Plan be reviewed in terms of what
334 items have been implemented. The Strategic Plan will be reviewed at the December 10, 2003
335 Board Meeting.

336
337 **Policy and Procedure.** It was suggested that the policy on Board pay computation be reviewed to
338 clarify and simplify the process. This will be discussed at the December 10, 2003 Board Meeting.

339
340 **Ad Hoc Committee on Audiology.** Mr. Mangino stated that the committee would meet following
341 the December meeting to discuss the fourth year Au.D. student issue.

342
343 **Ad Hoc Committee on Speech-Language Pathology Issues.** The issue on swallowing tests with
344 physician orders has been resolved. The OMNIE group met to discuss issues relating to the SLP
345 shortage. The committee having completed its assignments was disbanded.

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347 .

348 **BOARD BUSINESS**

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350 **Election of Officers of the Board**

351 **Motion#30** Ms. Glaser nominated Dr. Kukula for Board Chairperson. Ms. Glaser moved to close
352 the nominations. Dr. Leslie seconded the motion, which passed uncontested with Dr. Kukula
353 abstaining. The vote to elect Dr. Kukula to serve as Board Chairperson passed uncontested with Dr.
354 Kukula abstaining.

355

356 **Motion#31** Mr. Mangino nominated Dr. Abel for Board Vice-Chairperson. Ms. Glaser moved to
357 close the nominations and Ms. Satterfield seconded the motion which passed uncontested. The vote
358 to elect Dr. Abel to serve as Board Vice-Chairperson passed uncontested with Dr. Abel abstaining.

359

360 **Motion#32** Ms. Satterfield nominated Dr. Leslie for Board Secretary. Ms. Glaser moved to close
361 the nominations and Dr. Abel seconded the motion which passed uncontested with Mr. Mangino
362 abstaining. The vote to elect Dr. Leslie to serve as Board Secretary Passed uncontested with Mr.
363 Mangino and Dr. Leslie abstaining.

364

365 **Committee Assignments**

366 Committee assignments were deferred until the appointment of the new Board Members. The
367 Communications Committee, having completed its mandate, was disbanded.

368

369 **Board Meeting Dates for 2004**

370 The Board set the following dates for the 2004 Board Meetings:

371 January 30 Friday

372 March 11 Thursday (at OSLHA Convention)

373 May 5 Wednesday

374 June 25 Friday

375 August 4 Wednesday

376 October 1 Friday

377 December 3 Friday

378

379 The Board accepted the invitation from OSLHA to conduct the March Board Meeting in
380 conjunction with their convention in Columbus.

381

382 **Motion#33** Dr. Abel moved to enter executive session for the discussion of investigations of
383 licensees. Dr. Leslie seconded the motion, which passed by roll call vote as follows: Dr. Abel: yes;
384 Ms. Glaser: yes; Dr Kukula: yes; Dr. Leslie: yes; Mr. Mangino: yes; Ms. Satterfield: yes; and Ms.
385 Shotwell: yes.

386 *The Board entered Executive Session at 3:45 P.M.*

387 *The Board returned to Public Session at 4:00 P.M.*

388 **Motion#34** Ms. Shotwell moved to accept the Consent Agreement of Ann Schroeder. Dr. Abel
389 seconded the motion, which passed uncontested with Ms. Satterfield, Mr. Mangino and Dr. Kukula
390 abstaining.

391

392 **Motion#33** Dr. Abel moved to enter executive session to discuss matters regarding the
393 employment of public employees. Ms. Satterfield seconded the motion, which passed by roll call
394 vote as follows: Dr. Abel: yes; Ms. Glaser: yes; Dr Kukula: yes; Dr. Leslie: yes; Mr. Mangino: yes;
395 Ms. Satterfield: yes; and Ms. Shotwell: yes.

396 *The Board entered Executive Session at 4:05 P.M. absent Ms. Howard and Mr. Hart*

397 *The Board returned to Public Session at 5:25 P.M.*

398 **Appointment of Executive Director**

399 **Motion #35** Ms. Shotwell moved to offer the Executive Director position to Mr. Setty. Mr.
400 Mangino seconded the motion, which passed unanimously.

401 Mr. Setty accepted the position of Executive Director and thanked the board for their support and
402 confidence.

403

404 **AAA Conference**

405 Dr. Kukula requested Board approval to attend with Mr. Setty a AAA conference on issues relating
406 to fourth year clinical training of Au.D. students and licensure. The conference will be conducted
407 in Washington, D.C. on January 10, and 11, 2004.

408 **Motion#36** Dr. Abel moved to approve sending Dr. Kukula and Mr. Setty to the AAA.
409 Conference on January 10-11, 2003 in Washington, D.C. Ms. Shotwell seconded the motion which
410 passed unanimously.

411

412 **ADJOURNMENT**

413 **Motion#37** Ms. Glaser moved to adjourn the meeting. Ms. Shotwell seconded the motion, which
414 passed unanimously.

415 *The Meeting adjourned at 5:45 P.M.*

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Jane M. Kukula, Au.D., Chairperson

Date

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Cindy Satterfield, Acting Vice Chairperson

Date

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