

Ohio Board of Speech-Language Pathology & Audiology  
January 12, 2009



Ohio Board of Speech-Language Pathology & Audiology  
77 South High St., Flr. 16  
Columbus, OH 43215  
614-466-3145

**MINUTES Strategic Planning  
January 12, 2009**

The meeting was called to order at 9:10 A.M. by Chairperson, Valenta Ward-Gravely, Au.D, in the Scarlet and Grey room of the Double Tree, 50 S. Front Street, Columbus, Ohio.

**Members present:**

Valenta Ward-Gravely, Au.D, Audiology Board Member and Chairperson  
Loretta Embry, M.A., Speech-Language Pathology Board Member  
Helene Levenfus, Au.D, Audiology Board Member  
Patricia M. Zurlinden, M.A., Speech-Language Pathology Board Member  
Malcolm Porter, Public Member (portions)

**Also Present:** Patrick K. Lightfoot, Interim Executive Director (portions)  
Diane L. Hoenig, Licensing Administrator (portions)  
Connie Stansberry, Investigator (portions)

**AGENDA**

The agenda was presented and reviewed. Amendments were made.

**Motion #1** Ms. Zurlinden moved to change the agenda as follows: Under Current Issues remove all items except A, B and C; table the other issues to be discussed at the 3/5/2009 meeting. Ms. Embry seconded the motion.

**Motion #2** Ms. Zurlinden moved to accept the agenda as amended. Ms. Embry seconded the motion. The motion passed unanimously.

**Executive Session**

**Ohio Board of Speech-Language Pathology & Audiology**  
**January 12, 2009**

**Motion #3** Ms. Zurlinden moved to enter Executive Session for the purpose of considering the appointment, employment, dismissal, promotion, demotion or compensation of a public employee pursuant to R.C. 121.22(G)(1). Ms. Embry seconded the motion, which passed by roll call vote as follows: Dr. Levenfus: yes; Ms. Embry: yes; Dr. Ward-Gravely: yes; Ms. Zurlinden: yes;

*The Board went into Executive Session at 9:15 A.M. with Ms. Hoenig in attendance.*

*The remaining Board staff was not in the room during deliberations/interviews.*

*Ms. Hoenig left room at 9:40AM*

*Lunch Recess 12:30 P.M.*

*The Board reentered public session at 1:24PM.*

**Licensure**- Licensing Administrator, Ms. Hoenig

- Ms. Hoenig asked that the Board table her report due to the additional tasks that had been assigned to her in the Interim Executive Directors absence. The Board agreed that the Licensure report could be given at the 3/5/2009 meeting.

**Investigations/Enforcement**- Investigator, Ms. Stansberry

- Statistics
  - # Cases opened since 7/1/2008 (FY 09) 13
  - # Cases closed since 7/1/2008 (FY 09) 18
  - # Total cases open to date 17
  - # Cases pending other entity 0
  - # Cases pending hearing 1
- Continuing Education Audit
  - 2009 Audit will have 5% Audiology and 5% Speech-Language Pathology randomized electronically mailed in February.
  - Phone calls will likely increase with questions regarding, "Why am I being audited?" "How do you determine who gets audited?" "Why didn't you have me submit my hours with my renewal?" and "What date did I renew in 2006?"
- Business Filings
  - Occur March of every even year. In 2008:
  - # of reminder letters mailed 1,654
  - # of forms received (some business's combined employee names to one large list if there were many subdivisions) 768

**Ohio Board of Speech-Language Pathology & Audiology**  
**January 12, 2009**

- # of licensee names total after receiving all the forms 5,111
- # of licensee names reviewed and updated their information into E-Licensing (still working on them) 990
- Challenges/Strengths/Weaknesses
  - E-Licensing continues to be useful in regard to flagging a licensee that has been disciplined or one whose application had previously been denied.
  - Portions of E-Licensing are able to be copy/pasted to a spreadsheet for easier tracking since the tracking system in E-Licensing is poor.
  - Attention to investigations is reduced during renewal periods.
  - Administrative type tasks are increased during: renewals, viewing of Continuing Education Audits, Business Filings and when short staffed.
  - Laws & Rules do not prohibit public records requests on Investigative files. This will be discussed at a future meeting.
- Opportunities
  - Attended two quarters of college in 2008. Classes specifically chosen by the former director. The investigator did not find these classes useful or helpful in respect to the current investigative job/duties for the SLPAUD Board. The particular classes were for students enrolled in the police academy.

**Board Operations-**

Relating to last years Strategic Planning Agenda items surrounding office efficiency: Dr. Ward-Gravely stated that at this time the Board needs to postpone until a permanent executive director has been hired.

**Current Issues**

- A. HB130- Denial of licensure for specific criminal offenses
  - a. Ms. Zurlinden suggested drafting a web based permit rule.
  - b. Ms. Zurlinden suggested that the Board meet the day before the 3/5/2009 meeting in a meeting room in the Verne Riffe Center around 7:00 P.M. to discuss this further.
  - c. Mr. Lightfoot noted that HB-130 states "specific felony" and that the SLPAUD statute states, "if you have a felony." This Board's statute does not state "specific felony."
  - d. Dr. Ward-Gravely asked that AAG Wilburn be requested to give direction regarding the above statement.
- B. Executive Order 2008-04S: Implementing Common Sense Business Regulations
  - a. Ms. Zurlinden asked how the Board should respond to this.
  - b. Mr. Lightfoot stated that he looked up several other Boards' Laws & Rules and none list anything pertaining to this.

**Ohio Board of Speech-Language Pathology & Audiology**  
**January 12, 2009**

- c. Dr. Ward-Gravely requested that Mr. Lightfoot write something prior to the 3/5/2009 meeting that reflects how the Board will handle the late continuing education filings etc. (i.e. a courtesy letter).
  - d. The Board took a moment to call AAG Wilburn asking if the Board needed to implement HB-130. AAG Wilburns' response was, "I will get an answer for you."
- C. Position descriptions
- a. The Licensing Administrator and Investigator were asked to briefly review the hand out of staff job descriptions provided by CSA.
  - b. Ms. Zurlinden suggested that each staff member generate a list of what his or her job duties are. The Administrative Assistant will be advised of this assignment. This list is due for the 3/5/2009 meeting.

**Board Discussion**

- Re-Issue of a license (re-printing of wall certificates that have new Board member names listed on the certificate).
- The Licensing Administrator is to add to the certificates a stamp that reflects the Date Reprinted.
- Mr. Lightfoot commented that the board seal is the most important item on the certificates, regardless of signatures.

**Website Update**

- Ms. Hoenig had made recent updates to the board website. Dr. Ward-Gravely thanked Ms. Hoenig for this.
- The minutes need to be sent to the Board members for review in a more timely manner (within a short period of time following a Board meeting for the approval of the minutes and after final approval they need to be uploaded).
- Add committee assignments to the website.
- Ms. Hoenig reported that that it may be mandated that all board web sites will follow the same format with limitations of specific items to update.
- Ms. Hoenig was asked to provide detailed information for the 3/5/2009 meeting regarding the survey.

**Policy and Procedure regarding to Confidentiality Statement**

- Policy is to reflect the governor's directive. It usually relates to investigations.
- Mr. Lightfoot was instructed to write a letter/form to the staff about looking into licensee's files when an action has not required them to do so. Mr. Lightfoot offered to use the wording of a form from his

**Ohio Board of Speech-Language Pathology & Audiology**  
**January 12, 2009**

- previous place of employment. The form will reflect the governor's directive. This is to be completed prior to the March meeting.
- AAG Wilburn will be asked to work with Mr. Lightfoot to develop policy for the March meeting that will be directed toward the board staff.
  - Rules
    - Discussed Reintroducing the Inactive status.
    - Discussed ways to encourage individuals previously trained as speech-language pathologists to reenter the profession such as through the OMNI program.

Dr. Ward-Gravely:

- Reported that Ms. Allender of the OMNI project called regarding permit applications. It came to the attention of the board that the applications did not indicate how much supervision is being provided.
- The Ohio Department of Education and others have asked for revisions of permit changing the supervision of student permit to 25% of 2 of the 5 days the students are providing services.
- Ms. Allender stated that the Ohio Department of Education secured funding and is concerned that the program will not succeed unless the Ohio Board of Speech-Language Pathology and Audiology changes the supervision of permits. Mr. Staffilino of the Ohio Department of Education also wrote a letter to this effect.

**ADJOURNMENT**

**Motion #4** Ms. Embry moved to adjourn the meeting. Ms. Zurlinden seconded the motion.

The meeting was adjourned at 4:00 P.M.

\_\_\_\_\_  
Dr. Valenta Ward-Gravely, Chairperson

\_\_\_\_\_  
Dr. Helene Levenfus, Vice Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

*Signatures on file in the Board Office*