

**ENFORCEMENT COMMITTEE MEETING
NOTES**

September 13, 2022

Via WebEx

Time: 3PM –3:16PM

Board Members

Present Via

Teleconference: Mr. Maxey, Public Member, Chair

Staff Present

Via Teleconference:

Ms. Yamaguchi, Executive Officer
Ms. Mark Ito, Assistant Executive Officer
Ms. Wood, Enforcement Division Chief
Mr. Swenson, DCA Legal Counsel
Ms. Higashi, Supervising Special Investigator
Mr. Prouty, Enforcement Manager
Ms. Lee, Enforcement Manager
Mr. Gardner, Probation Manager

1. Call to Order and Introduction of Committee Members (00:06)
2. Roundtable with Enforcement Managers (00:39)
 - a. Statistics Review (00:46)
 - Ms. Lee** provided stats for Intake and Enhanced Screening (00:56)
 - Ms. Wood** provided stats for Licensing Application, Complaint & Review (01:40)
 - Ms. Higashi** provided stats for the Special Investigation Unit (02:30)
 - Note:** Mr. Maxey and Ms. Wood discussed beneficial impact on budget due to special investigators taking more cases. Ms. Wood will use current 2 year rolling budget to estimate its impact and send the information to Mr. Maxey.
 - Ms. Wood** provided stats for Division of Investigation (04:45)
 - Mr. Prouty** provided stats for Discipline Unit (05:16)
 - Mr. Gardner** provided stats for Probation Unit (07:30)
 - Ms. Wood** provides stats for Enforcement Division (08:00)
 - b. Division Staffing (7:37)
 - Ms. Wood** Provided status update on Division staffing (08:40)
 - c. Petitioner Hearing (update) (8:19)

Ms. Wood Provided stats for Petition Hearing (09:12)

3. Disciplinary Guidelines (update) (10:42)
Ms. Wood stated that staff will be working to send the Disciplinary Guidelines to legal by end of the month.
4. Mental Health PSA (update) (11:42)
Ms. Wood provided status update. Board is working with Board President Dr. Mountain to conduct interviews at Sac State. We have the completed and approved script from the Board and are waiting for the date. We have Mr. Maxey, Dr. Mountain, Ms. Rooks, and Mr. Hill attending as our Board representatives.
5. Suggestions for Future Agenda Items (12:20)
Mr. Maxey requested identifying a time that will work for Ms. Rooks so that she may attend the meetings.
Ms. Yamaguchi will send Ms. Rooks an email and see what can be worked out.
6. Schedule next Enforcement Committee Meeting (13:06)
1/16/23 from 3 p.m. to 5 p.m. (Contingent on Ms. Rooks' schedule)
7. Adjournment (14:29)
Mr. Maxey adjourned the meeting at 3:16 p.m.

The mission of the California Board of Vocational Nursing and Psychiatric Technicians (Board) is to protect the public. Public protection is paramount to the Board and its highest priority in exercising its licensing, regulatory, and disciplinary functions. Towards this end, the Board ensures that only qualified persons are licensed vocational nurses and psychiatric technicians by enforcing education requirements, standards of practice, and by educating consumers of their rights.