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CALIFORNIA STATE BOARD OF GUIDE DOGS FOR THE BLIND  
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## Meeting Minutes - Practice Task Force

Monday, March 28, 2016

1:36 p.m. – 4:58 p.m.

Department of Consumer Affairs  
1625 N. Market Blvd N-112  
Sacramento, CA 95834

1921 Bella Coola Dr  
South Lake Tahoe, CA 96150

6043 Ralston Ave  
Richmond, CA 94805

32901 SE Kelso Rd – Administration Building  
Boring, OR 97009

60740 Dillon Rd  
Whitewater, CA 92263

13445 Glenoaks Blvd  
Sylmar, CA 91342

Practice Task Force Members  
*Carmen Delgado, Vice President*  
*Don Brown*  
*Amy Gunn*  
*Bob Wendler*  
*Yvonne Martin*

Executive Officer  
*Brian Skewis*

Legal Counsel  
*Shela Barker*

## AGENDA

### 1. Call to Order/Roll Call /Establishment of a quorum

EO Skewis called the meeting to order at 1:36 p.m. All members were recorded as present and a quorum was established.

### 2. Election of Practice Task Force Chairperson

Board Vice President Delgado motioned to nominate Member Wendler as Chairman of the Practice Task Force.

Member Brown seconded the motion.



Motion Passed: 5 ayes, 0 no's

3. Discussion and possible recommendation to the Board regarding a fact sheet outlining the Board's Arbitration program and authority

EO Skewis explained the history behind the need for the document. Member Brown explained his concerns with the level of detail in the document, stating that a fact sheet should be more concise and simple.

Board Vice President Delgado motioned to charge EO Skewis with developing a concise one page fact sheet regarding the Arbitration Process for review by the Practice Task Force and recommendation to the Board while keeping the original draft language as a supportive document.

Member Brown seconded the motion.

Motion Passed: 5 ayes, 0 no's

4. Discussion and possible recommendation to the Board regarding a temporary follow-up instruction permit through legislation and regulation

EO Skewis explained the concept of a temporary permit and stated that this language is only in draft form and that there are several placeholders that should be discussed and could be changed.

Member Wendler and Board Vice President Delgado suggested input from the public regarding the concept.

General conversation took place and concerns were noted regarding the timeline for approval of a temporary permit, the desire for the anonymity of a client's personal information on the application, and procedural requirements, such as fingerprinting, timelines, etc.

Member Wendler motioned to revise the draft language to include public input for consideration by the Practice Task Force and for Board staff to provide a programmatic analysis of the concept.

Member Brown seconded the motion.

Motion Passed: 5 ayes, 0 no's

5. Public Comment on Items Not on the Agenda

None Noted

### **CLOSED SESSION**



6. Discussion and possible recommendation to the Board regarding the preparation, approval, grading, and/or administration of the Board's licensing examination - The Committee will meet in closed session pursuant to Government Code Section 11126(c)(1).

The Practice Task Force met in closed session regarding the preparation, approval, grading, and/or administration of the Board's licensing examination.

### **OPEN SESSION**

7. Discussion regarding frequency of Practice Task Force meetings and 2016 meeting schedule

General conversation took place regarding the frequency of meetings.

Member Martin motioned for the Practice Task Force to meet twice a year, unless there are pressing issues that require additional meetings.

Member Gunn seconded the motion.

Motion Passed: 5 ayes, 0 no's

8. Agenda Items for Next Meeting

None Noted

9. Adjournment

Member Brown motioned to adjourn at 4:58 p.m.

Member Martin seconded the motion.

Motion Passed: 5 ayes, 0 no's