



MEETING MINUTES

Tuesday, January 20, 2015
1:00 p.m. – Completion of Business
Department of Consumer Affairs – Trinity Room
1625 N. Market Blvd
Sacramento, CA 95834

Board Members

Eric Holm, President
Carmen Delgado, Vice President
Don Brown
Gwen Marelli

Executive Officer

Brian Skewis

Legal Counsel

Sabina Knight

Guests

Catherine Carlton – California Guide Dog Board
Margie Donovan – Guide Dog Users of California
Lillian Scaife – Guide Dog Users Inc.
Linda Somulski - Guide Dogs of the Desert
Robert DeLosReyes – Department of Consumer Affairs
(DCA) Budget Analyst Manager
Beth Dutchler - DCA Budget Analyst
Marcus McCarther - Special Assistant to the DCA Director

Staff

Rosemary Robinson

AGENDA

1. Call to Order/Roll Call

Board President Eric Holm called the meeting to order at 1:30pm. EO Skewis took roll. 4 members were recorded as present and a quorum was established.

2. President's Welcome

President Holm welcomed everyone present and on the call, welcomed Carmen Delgado as new Vice President to the Board and new member to the Practice Task Force.

3. Approval of the September 22, 2014 Board Meeting Minutes

President Holm opened discussion of the Meeting Minutes.

Member Delgado motioned to approve the minutes as written.

Member Marelli seconded the motion.

Board Vote: Motion Passed (3 Yes, 0 No, 1 Abstention, 2 Absent, 0 Recusal)



	Yes	No	Abstain	Absent	Recusal
President Holm	X				
Vice President Delgado	X				
Secretary Xavier				X	
Member Brown			X		
Member Carlton				X	
Member Marelli	X				

4. Practice Task Force Update

EO Skewis reported that the Practice Task Force met on January 13, 2015, to discuss four proposed changes to the Board's Practice Act and regulations. At their meeting, the Practice Task Force recommended that three of the four proposed changes be presented to the Board for approval. The Practice Task Force also recommended the general cleanup of the Board's Practice Act and regulations to remove gender whenever appropriate and to reflect person first terminology when referencing people who are blind or visually impaired.

A. BUSINESS AND PROFESSIONS CODE SECTIONS 7200-7217 CLEANUP

EO Skewis explained the specific changes proposed to the Business and Professions Code.

Member Brown motioned to approve the language and delegate the submission of the language for omnibus bill consideration to the EO.

Member Holm seconded the motion.

Board Vote: Motion Passed (4 Yes, 0 No, 0 Abstention, 2 Absent, 0 Recusal)

	Yes	No	Abstain	Absent	Recusal
President Holm	X				
Vice President Delgado	X				
Secretary Xavier				X	
Member Brown	X				
Member Carlton				X	
Member Marelli	X				

B. CALIFORNIA CODE OF REGULATIONS SECTIONS 2250-2293 CLEANUP

EO Skewis explained the specific changes proposed to the California Code of Regulations.



Member Delgado motioned to approve the language as modified.

Member Holm seconded the motion

Board Vote: Motion Passed (4 Yes, 0 No, 0 Abstention, 2 Absent, 0 Recusal)

	Yes	No	Abstain	Absent	Recusal
President Holm	X				
Vice President Delgado	X				
Secretary Xavier				X	
Member Brown	X				
Member Carlton				X	
Member Marelli	X				

Member Delgado motioned to approve the proposed text for a 45 day public comment period and to delegate to the EO the ability to adopt the proposed regulatory changes if there are no adverse comments received, and also to delegate to the EO any technical or non-substantive changes that may be required to complete the rulemaking file.

Member Marelli seconded the motion

Board Vote: Motion Passed (4 Yes, 0 No, 0 Abstention, 2 Absent, 0 Recusal)

	Yes	No	Abstain	Absent	Recusal
President Holm	X				
Vice President Delgado	X				
Secretary Xavier				X	
Member Brown	X				
Member Carlton				X	
Member Marelli	X				

C. CALIFORNIA CODE OF REGULATIONS SECTIONS 2259 & 2261 – EXAMINATIONS

EO Skewis explained the specific changes proposed to the California Code of Regulations.

Member Delgado motioned to approve the language as modified.

Member Holm seconded the motion

Board Vote: Motion Passed (4 Yes, 0 No, 0 Abstention, 2 Absent, 0 Recusal)



	Yes	No	Abstain	Absent	Recusal
President Holm	X				
Vice President Delgado	X				
Secretary Xavier				X	
Member Brown	X				
Member Carlton				X	
Member Marelli	X				

Member Marelli motioned to approve the proposed text for a 45 day public comment period and to delegate to the EO the ability to adopt the proposed regulatory changes if there are no adverse comments received, and also to delegate to the EO any technical or non-substantive changes that may be required to complete the rulemaking file.

Member Delgado seconded the motion

Board Vote: Motion Passed (4 Yes, 0 No, 0 Abstention, 2 Absent, 0 Recusal)

	Yes	No	Abstain	Absent	Recusal
President Holm	X				
Vice President Delgado	X				
Secretary Xavier				X	
Member Brown	X				
Member Carlton				X	
Member Marelli	X				

Member Delgado motioned to approve the overall cleanup of both the Guide Dog Act and the Board's regulations to reflect the consistent use of the phrase "persons who are blind or visually impaired" as opposed to other ways to refer to the Board's consumers, and to remove gender wherever appropriate.

Member Marelli seconded the motion

Board Vote: Motion Passed (4 Yes, 0 No, 0 Abstention, 2 Absent, 0 Recusal)



	Yes	No	Abstain	Absent	Recusal
President Holm	X				
Vice President Delgado	X				
Secretary Xavier				X	
Member Brown	X				
Member Carlton				X	
Member Marelli	X				

Member Delgado motioned to approve the proposed text for a 45 day public comment period and to delegate to the EO the ability to adopt the proposed regulatory changes if there are no adverse comments received, and also to delegate to the EO any technical or non-substantive changes that may be required to complete the rulemaking file.

Member Holm seconded the motion

Board Vote: Motion Passed (4 Yes, 0 No, 0 Abstention, 2 Absent, 0 Recusal)

	Yes	No	Abstain	Absent	Recusal
President Holm	X				
Vice President Delgado	X				
Secretary Xavier				X	
Member Brown	X				
Member Carlton				X	
Member Marelli	X				

5. Executive Officer's Report

a. Budget Committee Update

EO Skewis reported that Board staff has had several meetings with the Department of Consumer Affairs' Executive Office, Budget Office, and Human Resources Office to discuss the continued solvency of the Board. A plan to ensure the ongoing solvency of the Board was developed to ensure the ongoing solvency of the Board. That plan involves the elimination of the Board's part-time Office Technician position to achieve an approximate \$52k in ongoing cost savings and ensure the fiscal solvency of the Board for the foreseeable future.

EO Skewis fielded questions from Board Members regarding the other budget balancing alternatives explored, the workload that would need to be absorbed by existing Board staff, and the limitations to program expansion.



Board Staff Robinson commented when exploring expansion, that the Board consider requesting a different classification of staff that can participate in a broader scope of work. Robinson also voiced her concern of the Board operating with one staff member and no assistance.

Member Delgado thanked Robinson for her help and assistance with the Board.

b. Examination Update

EO Skewis reported two applicants will take the exam on Monday and Tuesday January 26-27, 2015.

c. Regulations Update

EO Skewis reported that the Board implemented language regarding ethical standards of practice for Guide Dog Instructors and Guide Dog Schools in California Code of Regulations Section 2285. Those changes were enacted January 1, 2015, licensees were made aware of the change, and the Board's website has been updated to reflect the changes.

d. Constituent Organizations Update

EO Skewis reported that he met with Board Member Xavier to discuss the composition of various constituent organizations including national and state affiliates. EO Skewis reported that he has been reaching out to these organizations to create an open line of communication to keep the various groups apprised of the actions of the Board.

e. Consumer Survey Update

EO Skewis provided the specific quantities and responses to the Consumer Survey. EO Skewis reported that he has reached out to the California Schools for assistance in reaching guide dog user graduates but that there did not seem to be any additional interest in the survey. EO Skewis reported on the metrics of active teams and respondents to the survey, but because the Board currently does not have a way to directly communicate with graduates of California Schools, there is a significant barrier to reaching consumers.

f. Strategic Plan Update

EO Skewis reported that the Strategic Planning Committee will meet in July 2015, to begin revising the Board's strategic plan. Once the strategic plan has been revised, it will be presented to the Board for adoption or amendment, if necessary.

6. Discussion and possible action on the Board's position on out of state instructors providing follow-up work with guide dog handlers residing in California



EO Skewis reported on the requirements of licensure in California for any form of guide dog instruction, including follow-up work. EO Skewis explained the licensure process and outlined a request from the California Council of the Blind to accept an out-of-state guide dog school's accreditation with the International Guide Dog Federation in lieu of State licensure for client follow-up training. EO Skewis explained temporary licensure programs offered by different Boards and the difficulties inherent in the Board offering such a program.

Member Brown identified that there is unlicensed activity currently taking place in California, but also that there are a number of schools not located in California that have instructors that are licensed by the Board. Member Brown voiced his concern that there may be programmatic barriers to schools not located in California licensing instructors with the Board.

Member Delgado inquired about the demographics of the community to identify what percentage of guide dog users in the State are from California schools compared to out-of-state schools. EO Skewis explained that the demographics were not currently clear.

After general discussion, public comment was made by Ms. Donovan suggesting that the Board allow instructors from schools accredited by the International Guide Dog Federation to provide follow-up instruction in California without undergoing the licensure process. Ms. Donovan also suggested that the Board contact all schools in the country to identify any barriers to licensure and also to identify the guide dog using population in California.

Member Brown motioned that the Board delegate the Executive Officer contact guide dog schools across the country to inform them of the State's position on out-of-state licensure while welcoming schools to send instructors through the application process and determining if there are any barriers to licensure.

Member Marelli seconded the motion

Board Vote: Motion Passed (3 Yes, 0 No, 1 Abstention, 2 Absent, 0 Recusal)



	Yes	No	Abstain	Absent	Recusal
President Holm	X				
Vice President Delgado			X		
Secretary Xavier				X	
Member Brown	X				
Member Carlton				X	
Member Marelli	X				

7. Discussion and possible action on the adoption of a fact sheet regarding the Board's arbitration procedure

EO Skewis outlined the draft language provided in the meeting materials.

Member Brown motioned to refer this draft language to the Practice Task Force at their next meeting.

Member Holm seconded the motion

Board Vote: Motion Passed (4 Yes, 0 No, 0 Abstention, 2 Absent, 0 Recusal)

	Yes	No	Abstain	Absent	Recusal
President Holm	X				
Vice President Delgado	X				
Secretary Xavier				X	
Member Brown	X				
Member Carlton				X	
Member Marelli	X				

8. Agenda Items for next meeting

Practice Task Force recommendation regarding the arbitration fact sheet
Budget Update

9. 2015 Meeting Calendar and Locations

EO Skewis outlined the meeting calendar for the 2015 calendar year

10. Public comment on items not on the Agenda

None

11. Adjournment

Member Brown motioned to adjourn at 3:24 p.m.

Member Delgado seconded the motion



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Board Vote: Motion Passed (4 Yes, 0 No, 0 Abstention, 2 Absent, 0 Recusal)

	Yes	No	Abstain	Absent	Recusal
President Holm	X				
Vice President Delgado	X				
Secretary Xavier				X	
Member Brown	X				
Member Carlton				X	
Member Marelli	X				