



**California State Board of Guide Dogs for the Blind  
Draft Meeting Minutes  
Monday, February 13, 2017**

Location:  
Department of Consumer Affairs – San Francisco Room  
1625 N. Market Blvd N-318  
Sacramento, CA 95834

*Board Members*

*Eric Holm  
Carmen Delgado  
Don Brown  
Catherine Carlton  
Rosa Gomez  
Gwen Marelli  
Joni Patche*

*Executive Officer*

*Brian Skewis*

*Legal Counsel*

*Shela Barker*

Meeting Minutes

1. Call to order and President's welcome  
President Holm called the meeting to order at 1:20 p.m., welcomed everyone to the meeting both in person and via public teleconference and established the rules of the meeting.
2. Roll call and Establishment of a quorum  
EO Skewis took roll noting 4 members present and a quorum was established.
3. Approval of the November 1, 2016 meeting minutes  
Member Marelli motioned to approve the meeting minutes dated November 1, 2016.  
Vice President Delgado seconded the motion.

Motion Passed: 4 ayes, 0 no's, 0 abstentions

4. Acceptance of the January 26, 2017 Arbitration Special Committee meeting minutes  
Vice President Delgado motioned to accept the meeting minutes dated January 26, 2017.  
Member Marelli seconded the motion.  
Motion Passed: 4 ayes, 0 no's, 0 abstentions
5. Executive Officer's update
  - a. Examinations  
EO Skewis reported that William Henry of Guide Dogs for the Blind in San Rafael took and passed the Instructor examination on January 9-10, 2017.
  - b. School Inspections  
EO Skewis reported that annual school inspections were conducted in December 2016 and that all schools successfully completed their inspections.
6. Consideration and possible action regarding recommended statutory changes pertaining to code cleanup, the examination process, arbitration, licensee reporting requirements, and other clarifications or changes
  - a. Practice Task Force recommendations  
EO Skewis reported that the Practice Task Force met on February 8, 2017 and discussed several proposed statutory changes to the Board's code but no motions were made. The Task Force will meet again prior to the next quarterly Board meeting to discuss ownership laws and the arbitration process.
  - b. Executive Officer recommendations  
EO Skewis provided several proposed statutory changes pertaining to code cleanup, the examination process, licensee reporting requirements, and other clarifications or changes.

Member Marelli motioned to approve the sections discussed today for suggestion by the EO to be included in subsequent sunset review legislation.

Vice President Delgado seconded the motion.



Motion Passed: 4 ayes, 0 no's, 0 abstentions

Member Gomez motioned to table the discussion regarding ownership and arbitration laws (BPC 7215.5 and 7215.6)

Member Marelli seconded the motion.

Motion Passed: 4 ayes, 0 no's, 0 abstentions

7. Discussion and possible action regarding forms and documents required by the enactment of Senate Bill 1331 (Pavley) Chapter 595 Statutes of 2016; Potential Commencement of Rulemaking  
EO Skewis presented draft authorization and notification forms for Out of State Instructors to complete when providing follow-up instruction in the State without a license.

Legal Counsel Barker provided several necessary changes to the form for compliance with State laws and Department consistency including the collection of a social security number, clarifications to fingerprint questions, notices and affidavits, and other technical changes.

Member Marelli motioned to accept the authorization and notification forms with the edits and enhancements discussed to implement SB 1331 and to authorize EO Skewis to begin the rulemaking process.

Member Gomez seconded the motion.

Motion Passed: 4 ayes, 0 no's, 0 abstentions

EO Skewis presented a draft fact sheet as required by SB 1331.

General Board discussion took place regarding technical and format changes.

Member Gomez motioned to accept the fact sheet with the edits and enhancements discussed. Vice President Delgado seconded the motion.

Motion Passed: 4 ayes, 0 no's, 0 abstentions

8. Public Comment on Items Not on the Agenda  
No Comments Made

9. Agenda Items and Meeting Dates for Future Board Meetings



Vice President Delgado requested a general discussion regarding meeting locations and the effectiveness of teleconferenced meetings.

10. Adjournment

Member Marelli motioned to adjourn the meeting.

Member Gomez seconded the motion.

Motion Passed: 4 ayes, 0 no's, 0 abstentions