



# Board of Health Professions Full Board Meeting

**December 7, 2017**  
**10:00 a.m. - Board Room 4**  
**9960 Mayland Dr, Henrico, VA 23233**

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**In Attendance**

- Barbara Allison-Bryan, MD, Board of Medicine
- Helene D. Clayton-Jeter, OD, Board of Optometry
- Kevin Doyle, EdD, LPC, LSATP, Board of Counseling
- Yvonne Haynes, LCSW, Board of Social Work
- Mark Johnson, DVM, Board of Veterinary Medicine
- Allen R. Jones, Jr., DPT, PT, Board of Physical Therapy
- Derrick Kendall, NHA, Board of Long-Term Care Administrators
- Ryan Logan, RPh, Board of Pharmacy
- Martha S. Perry, MS, Citizen Member
- Herb Stewart, PhD, Board of Psychology
- Laura P. Verdun, MA, CCC-SLP, Board of Audiology & Speech-Language Pathology
- James D. Watkins, DDS, Board of Dentistry
- James Wells, RPh, Citizen Member
- Junius Williams, Jr., MA, Board of Funeral Directors and Embalmers

**Absent**

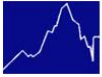
- Marvin Figueroa, Citizen Member
- Trula E. Minton, MS, RN, Board of Nursing
- Jacquelyn M. Tyler, RN, Citizen Member

**DHP Staff**

- David Brown, DC, Director DHP
- Elizabeth A. Carter, Ph.D., Executive Director BHP
- Lisa R. Hahn, MPA, Chief Operating Officer DHP
- Jaime Hoyle, Executive Director Behavioral Sciences Boards
- Laura L. Jackson, BHSA, Operations Manager BHP
- Leslie Knachel, Executive Director for the Boards of Audiology & Speech Language Pathology, Optometry and Veterinary Medicine
- Diane Powers, Communications Director DHP
- Michelle Schmitz, Enforcement Director DHP
- Yetty Shobo, PhD, Deputy Executive Director BHP
- Matt Treacy, Communications Associate DHP
- Elaine Yeatts, Senior Policy Analyst DHP

**Presenters**

- Yetty Shobo, PhD, Deputy Executive Direct BHP



Michelle Schmitz, Enforcement Director DHP

**Speakers** No speakers signed-in

**Observers** W. Scott Johnson, Medical Society of Virginia  
Ryan LaMura, Virginia Hospital and Healthcare Association

**Emergency Egress** Dr. Carter

**Call to Order**

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**Chair:** Dr. Clayton-Jeter **Time** 10:03 a.m.

**Quorum** Established

**Public Comment**

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**Discussion**

There was no public comment

**Approval of Minutes**

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**Presenter** Dr. Clayton-Jeter

**Discussion**

The August 31, 2017 Full Board meeting minutes were approved with no revisions. All members in favor, none opposed.

**Directors Report**

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**Presenter** Dr. Brown

**Discussion**

Dr. Brown reported that Secretary Hazel has not requested reappointment and is ready to leave his post after service in two administrations. Dr. Brown did state however that he himself is seeing reappointment to DHP. An overview of the 2017 curricula pain management committee has submitted its report findings to the Governor. Dr. Brown announced that Ms. Hahn is the new agency COO. He stated that the COO position was created to aid in the continuity of agency operations.

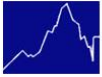
**Election of Officers - Nominating Committee**

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**Presenter** Ms. Haynes, Chair

**Discussion**

The Nominating Committee met prior to the Full Board meeting to organize a slate of officers for today's Chair and Vice Chair elections. Ms. Haynes stated that Dr. Clayton-Jeter, Dr. Allen Jones, Jr. and Dr. Allison-Bryan submitted their interest in the Chair and Vice Chair positions with the Board of Health Professions. After brief discussion, Ms. Haynes opened nominations from the floor. There were no additional nominations made. Dr. Allison-Bryan withdrew from consideration.



Vote: All members were in favor of reappointment of Dr. Clayton-Jeter as Board Chair and reappointment of Dr. Allen Jones, Jr. as Vice Chair.

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## **Legislative and Regulatory Report**

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**Presenter** Ms. Yeatts

### **Discussion**

Ms. Yeatts advised the Board of updates to the laws and regulations that affect DHP currently in the General Assembly.

### **Enforcement**

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**Presenter** Ms. Schmitz

### **Discussion**

Ms. Schmitz provided the Board with a very informative update on the Enforcement Division. Highlights included the new ability to report a complaint online, improvements to the subpoena process, and requests for DHP Enforcement training from the DEA and FBI.

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## **Communications Report**

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**Presenter** Dr. Clayton-Jeter

### **Discussion**

Dr. Clayton-Jeter presented the new DHP logo to the Board by way of a PowerPoint presentation. She provided information regarding the process of the logo creation, the design direction and the meaning behind the logo. She stated her enjoyment in working with the VCU design team and DHPs stakeholder group. Dr. Allison-Bryan was also a member of the stakeholder group and voiced her appreciation of the process and the finished product.

Ms. Powers added that DHP will be increasing its brand identity and will be purchasing lanyards, pens and phone screen wipes with the new logo.

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## **Board Chair Report**

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**Presenter** Dr. Clayton-Jeter

### **Discussion**

Dr. Clayton-Jeter discussed that this is a new agenda item allowing the Chair the opportunity to discuss items relevant to the functions of the Board. She provided an Employee Fact Sheet that was sent to Federal employees providing information on preventing opioid misuse. She believes this form of relaying information may be helpful at the state level as well.



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## **Executive Directors Report**

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**Presenter** Dr. Carter

### **Board Budget**

Dr. Carter stated that the Board is operating under budget.

### **Agency Performance**

Dr. Carter reviewed the agencies performance measures in relation to clearance rate, age of pending caseload and time to disposition.

### **Sanction Reference Points (SRP) - Update**

Four boards are updating their SRP manuals. Dr. Carter also expressed that several boards have been asking about training. A request has been made for Communications to assist by recording a training video that can be used internally and posted on the DHP webpage. Additional in-person training will also be provided upon Board request.

### **Policies & Procedures**

Dr. Carter has requested the assistance of the Regulatory Research Committee in updating the sunrise review policies and procedures. She will be providing a review of methods employed in other states as part of the review process. The Board supported the idea.

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## **Regulatory Research Committee**

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**Presenter** Mr. Wells

Mr. Wells provided information regarding the Committee's approval to move forward with the sunrise review request made by the Virginia Art Therapy Association. The Committee approved the proposed workplan presented by Ms. Jackson.

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## **Healthcare Workforce Data Center (DHP HWDC)**

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**Presenter** Dr. Shobo

### **Discussion**

Dr. Shobo provided a PowerPoint presentation that she presented at the annual Southern Demographics Association meeting that utilized DHP licensure data. She also advised the Board that DHP HWDC is up to date on all survey reports and posting of the workforce briefs and is in the process of collecting the survey data from December license renewals.

**Lunch break 11:53 a.m. – 1:15 p.m.**

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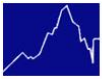
## **Board Reports**

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**Presenter** Dr. Clayton-Jeter

### **Board of Audiology & Speech Language Pathology**

Ms. Verdun provided an overview of the Boards activity since its last meeting. (Attachment 1)



**Board of Counseling**

Dr. Doyle provided an overview of the Boards activities since its last meeting. (Attachment 2)

**Board of Dentistry**

Dr. Watkins provided an overview of the Boards activities since its last meeting. (Attachment 3)

**Board of Funeral Directors & Embalmers**

Mr. Williams provided an overview of the Boards activities since its last meeting (Attachment 4)

**Board of Long Term Care Administrators**

Mr. Kendall provided an overview of the Boards activities since its last meeting. (Attachment 5)

**Board of Medicine**

Dr. Allison Bryan provided an overview of the Boards activities since its last meeting. (Attachment 6)

**Board of Nursing**

Ms. Minton was not in attendance at this meeting. There was no report.

**Board of Optometry**

Dr. Clayton-Jeter provided an overview of the Boards activities since its last meeting. (Attachment 7)

**Board of Pharmacy**

Mr. Logan provided an overview of the Boards activities since its last meeting. (Attachment 8)

**Board of Physical Therapy**

Dr. Jones, Jr. provided an overview of the Boards activities since its last meeting. (Attachment 9)

**Board of Psychology**

Dr. Stewart provided an overview of the Boards activities since its last meeting. (Attachment 10)

**Board of Social Work**

Ms. Haynes provided an overview of the Boards activities since its last meeting. (Attachment 11)

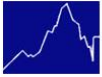
**Board of Veterinary Medicine**

Dr. Johnson provided an overview of the Boards activities since its last meeting. (Attachment 12)

**New Business**

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**Presenter**      Dr. Clayton-Jeter



No new business was discussed.

**February 27, 2018 Full Board Meeting**

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**Presenter** Dr. Clayton-Jeter

Dr. Clayton-Jeter announced the next Full Board meeting date as February 27, 2018.

**Adjourned**

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**Adjourned** 12:47 p.m.

**Chair** Helene Clayton-Jeter, OD

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Board Executive Director** Elizabeth A. Carter, Ph.D.

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_