

BOARD FOR HEARING AID SPECIALISTS

DRAFT MINUTES OF MEETING

The Board for Hearing Aid Specialists met on Monday, July 12, 2004, at the Offices of the Department of Professional and Occupational Regulation, 3600 West Board Street, 4th Floor, Richmond, Virginia. The following members were present:

Kathy J. Harvey, Chair
Thomas M. Frank
Harry W. Kessler, III
Richard E. Linde, M.D.
Thomas J. Michie
Teresa M. Robinson

Board Members not present: Olivia L. Kearney

DPOR staff present for all or part of the meeting included:

Louise Fontaine Ware, Director
Karen W. O'Neal, Deputy Director for RPD
Nick Christner, Deputy Director of Compliance & Investigations
Sharon Sweet, Director of Education & Examinations
William H. Ferguson, II, Executive Director
Zelda W. Dugger, Board Administrator
Rashaun K. Minor, Administrative Assistant

There was not a representative present from the Office of the Attorney General.

Kathy Harvey determined there was a quorum and called the meeting to order at 9:07 a.m. **Call to Order**

Mr. Michie moved to approve the agenda. Dr. Linde seconded the motion. The members voting 'yes' were Mr. Frank, Ms. Harvey, Mr. Kessler, Dr. Linde, Mr. Michie, and Ms. Robinson. There were no negative votes. The motion passed unanimously. **Approval of Agenda**

Ms. Harvey introduced the new board members Mr. Harry W. Kessler and Ms. Teresa M. Robinson. Ms. Harvey asked Mr. Kessler and Ms. Robinson to give a brief description of their background and experience. Ms. Harvey welcomed the new board members to the Board. **Introduction of New Board Members**

Mr. Ferguson reported that Ms. Kearney had emergency at her place of employment and was unable to attend today's meeting.

Ms. Harvey asked if there was any public comment.

**Public Comment
Period**

There was no public comment.

Mr. Frank moved to approve the minutes as written of the Board for Hearing Aid Specialists Meeting November 23, 2004. Ms. Robinson seconded the motion. The members voting 'yes' were Mr. Frank, Ms. Harvey, Mr. Kessler, Dr. Linde, Mr. Michie, and Ms. Robinson. The motion passed unanimously. There were no negative votes.

**Approval of
Minutes for
November 23, 2003
Board Meeting**

Ms. Karen O'Neal gave a training presentation on the roles and responsibilities of a board member. Ms. O'Neal went over the general board business, a board's authority, and a board's purpose.

**Board Member
Training**

Ms. O'Neal concluded the training by fielding questions from the board members.

Mr. Ferguson reported that in the process of developing the budget preliminary approval had been given for printing and mailing the new Hearing Aid Specialists regulations to its regulants.

Regulations

The Board discussed ways of keeping regulants informed of the regulatory actions. Ms. Harvey suggested that a newsletter be created notifying regulants of the changes in the regulations and board related information. Mr. Frank suggested that the changes in the regulations be posted on the website.

The Board was informed that the Hearing Aid Specialists Public Participation Guidelines will be published on July 26, 2004 and will go into effect October 3, 2004. Mr. Ferguson reported that the changes made were to include the use of today's available technology of the Internet and electronic means to notify the public. Mr. Ferguson reported that the public may submit public comment online through the Town Hall website and also sign up to be notified of board meetings.

**Public Participation
Guidelines (PPG)**

Ms. O'Neal stated that DPOR's Information Systems Division (IS) is moving toward the public having access to subscribe to list online.

The Board reviewed its examination statistics for informational purposes.

**Examination
Statistics**

The Board reviewed its quarterly statistics for informational purposes.

Quarterly Statistics

The Board took under consideration resolutions for former board members Dr. Frank Butts, Mr. Frank Hampton, Mr. Carl McCurdy, Mr.

Resolutions

Paul Moran, Ms. Sonia Quintero, Mr. Jeffrey Rinehart, and Ms. Elaine Woodward.

Dr. Linde made motion to approve the resolutions for the former board members. Mr. Michie seconded the motion. The members voting 'yes' were Mr. Frank, Ms. Harvey, Mr. Kessler, Dr. Linde, Mr. Michie, and Ms. Robinson. The motion passed unanimously. There were no negative votes.

Ms. Harvey asked the Board for assistance in working on information for a a brochure. Mr. Kessler, Ms. Robinson, and Ms. Harvey volunteered to coordinate and gather information. **Brochure**

Ms. Ware offered the assistance of the Agency's Communication Director, Mary Broz, as a resource for disseminating the information to the public and the Board's regulants.

Ms. Harvey opened the floor for nominations for the Board's Vice-Chair. Dr. Linde nominated Mr. Thomas Frank. Ms. Robinson seconded the nomination. Mr. Harvey called for any other nominations. There were no other nominations **Election - Vice Chair**

The Board voted to elect Mr. Thomas Frank as the Board's Vice-Chair. The members voting 'yes' were Mr. Frank, Ms. Harvey, Mr. Kessler, Dr. Linde, Mr. Michie, and Ms. Robinson. The vote passed unanimously. There were no negative votes.

There being no further business to be brought before the Board, the Chair adjourned the meeting at 10:50 a.m. **Adjourn**

Kathy J. Harvey, Chair

Louise Fontaine Ware, Secretary

COPY TESTE:

Custodian of the Records