

MEETING MINUTES

TENNESSEE COUNCIL FOR LICENSING HEARING INSTRUMENT SPECIALISTS

DATE: October 31, 2022

TIME: 9:00 A.M.

LOCATION: Health Related Boards 665 Mainstream Drive Nashville, TN 37243

COMMITTEE MEMBERS

PRESENT: Amanda Yarnell, Hearing Instrument Specialist, Chairperson
Sammi J. Wyatt, Hearing Instrument Specialist
Gary L. Kelly, Hearing Instrument Specialist, Secretary
Lordy D. Smith, Consumer Member

COMMITTEE MEMBERS

ABSENT:
Dr. Bruce L. Fetterman, M.D

STAFF

PRESENT: Angela Lawrence, HRB Director – Interim Unit 1 Director
Latonya Shelton, Interim Board Administrator
Kristen Moon, Associate General Counsel

Mrs. Angela Lawrence called the meeting to order at 9:00 a.m. A roll call was conducted, and a quorum was present. The meeting was turned over to Council Chair Amanda Yarnell. Ms. Yarnell opened the meeting with the first agenda item in the Review and approval of the last meeting minutes.

Review/Approve Minutes

Upon review of the July 29, 2022, minutes, Mr. Kelly made a motion to approve the minutes, seconded by Ms. Wyatt. The motion carried.

Office of Investigations Report

Due to another meeting currently being held, representatives from the Office of Investigations were not in attendance. Ms. Angela Lawrence read the Investigations Report into record with the following report: There are currently no monitored licensees under discipline. There are no licensees with a reprimand, revocation, or suspension. Year to date, the Office of Investigations has two open complaints. One (1) was closed with no action and one (1) closed with a letter of concern which is not consider formal or public discipline. The Council had no further questions for Ms. Lawrence to report back to the Office of Investigations.

Financial Office Report

Ms. Keeyona Love, Fiscal Manager presented the Councils Year End Report with the following information: The Financial Report for fiscal year July 1, 2021, through June 30, 2022, shows the total expenditures as \$45,734.72, total revenue as \$56,700 and the year net as \$10,965.28. The 2022 carryover balance is \$125,973.97 which does exceed two times the three-year average of operating expenditures. Ms. Love presented the Council with a fee reduction scenario for consideration to reach a target balance of \$43,377.97. After discussion the Council voted to approve the moderate action pathway changing the application fee from \$450.00 to \$250.00 and the renewal fee from \$700.00 to \$375.00 with Mr. Kelly making that motion, seconded by Ms. Wyatt. The motion carried. Ms. Kristian Moon explained the next steps would be a Rulemaking Hearing to move the fee reduction forward.

Office of General Counsel

Ms. Kristin Moon presented the following report from the Office of General Counsel: Ms. Moon reminded the Council of the Conflict-of-Interest Policy as well as the Open Meeting Act. She also reported that under Disciplinary Activity, the Office of General Counsel (OGC) does not have any open cases at this time and currently not monitoring any licensees at this time. She will also begin the process for Rulemaking concerning the fee reduction just voted on.

Administrative Report

Ms. Lawrence presented the following Administrator's report:

There is currently a total of 176 licensed Hearing Instrument Specialists, and 22 licensed Apprentices. Ms. Lawrence stated that from July 30, 2022, through October 30, 2022, there was one (1) newly licensed Hearing Instrument Specialists and two (2) newly licensed Apprentices. There were twenty-nine (29) renewals with five (5) renewals completed online. None reinstated; two (2) retired; five (5) expired and none deceased. The Councils 2023 meeting date are as following: January 19, 2023, July 20, 2023, and October 26, 2023.

Discuss and Ratify/Deny Newly Licensed Hearing Instrument Specialist

Cynthia Tremblay

Newly Licensed Hearing Instrument Specialist Apprentices

Amanda Furlong
Lillie Hayter
Natalie Faith Ward

Mrs. Yarnell called for a motion to ratify the list of Newly Licensed and Apprentice Licenses. Upon review, Mr. Gary Kelly made a motion to ratify the July 30, 2022, through October 30, 2022, list of newly licensed and Apprentice Licenses, seconded by Ms. Lordy Smith. The motion carried. The list of newly licensed and licensed Apprentices was approved to go before the Board of Communication Disorders and Sciences on November 10, 2022, to be ratified.

Reinstated Licenses

N/A

Discuss and act if needed regarding rulemaking, hearings, rule amendments, and policies

N/A

Discuss and act concerning CE Rule 1370.02-12(3)(a)(4)

Ms. Lawrence brought to the Rule before the Council for clarification on the intent of the Council for awarding 1 hour CE credit for attending a Council meeting. Is the intent for persons attending in person or virtually? The reason is because the Rule is silent on that matter and to be clear a rule change may be necessary. Previous leadership has allowed persons watching virtually to email the previous board administrator as confirmation of attending the meeting. The issue with that is there is no way to confirm the person did watch the meeting since they are livestreamed only with no interaction. There is also no way of knowing how many people tune in during the time of the meeting. Ms. Kristen Moon suggested developing a policy allowing for code words to receive credit for watching the meeting virtually. After discussion the Council voted develop a policy to submit three code words within 48 hours of the meeting date if seeing credit from attending virtually, seconded by XX. The motion carried. Those persons attending in person would be required to sign in.

Review Correspondence

N/A

New Business

N/A

Adjourn

With no other Council business to conduct, Mr. Kelly made a motion to adjourn the meeting seconded by Ms. Smith. All voted in favor of the motion. The motion carried. The meeting adjourned at 9:36am.