



CAMTC Board of Directors Meeting
September 13, 2012
Radisson Hotel at Los Angeles Airport
6225 W. Century Blvd.
Los Angeles, CA

OPEN SESSION MINUTES

In attendance

Directors: William Armour, Bob Benson, Michael Callagy, Judi Calvert, Nayada Dhanaphatana, Mark Dixon, Ben Drillings, Guy Fuson, Keith Grant, Elna Leonardo, Michael Marylander, Christian Pezza, Jean Robinson, Roberta Rolnick, Michael Schroeder, Joe Bob Smith, Deb Tuck, Dixie Wall

Directors Absent: Paul Schwinghamer, Michael Sheps

Staff: Ahmos Netanel, CEO; Sheryl LaFlamme, Operations Manager; Beverly May, Director of Governmental Affairs; Rick McElroy, Director of PSD

General Counsel: Jill England

Guest: Bernadette Murray, Debra Persinger, William Jones, William Huang, Tamika Harris, Supron Mukomla

1. Call to Order

Chairperson Wall called the meeting to order at 8:44 am and established a quorum.

2. Approval of Minutes

Motion (1): Grant/Dixon – Move to accept 6/20/2012 Minutes with the following corrections:

- Dixon – Item 7, Line 3 – Change *recertification* from possessive to plural
- Item 8, Title Line – Change *Project* from possessive to plural
- Item 10, Line 6 – Remove quote after specified
- Item 10, Line 8 – Change *to that Board to remove* to removal of
- Item 11, Lines 10 and 11 – Change “*checks and balance*” to either plural or singular
- Item 11, Line 11 – Add ‘s to person
- Item 12, Line 3 – After *Chambers*, strike comma and insert *and*
- Item 12, Line 8 – Change *we* to be

Item 13, Line 4 – Strike comma after *Schwinghamer*
Item 16, Line 1 – Change *collected* to collecting
Item 16, Line 2 – Change *education* to educate
Item 19, Line 1 – Change *member's* to members
Grant – Item 4, Line 2 – Change 'and' to 'as'.

18-0 MOTION PASSES

3. CEO Report

Mr. Netanel stated the overall position of CAMTC is healthy and getting stronger. 98% of all phone calls are being answered and the remaining 2% who go to voice mail receive a call back on the same day. Out of 157 certificates mailed on September 6, 2012, the average turnaround time, without any background or educational issues, was 20 days, with the median being 13 days.

Mr. Netanel reported that as of July 31, 2012, Excess Revenue over Expenses was 330% better than budgeted. Cash was \$1,381,457.00, which was \$300,504.00 better than the 6/20/2012 approved budget.

The Board's IT Liaison and IT Consultant are in the middle of performing a complete evaluation of our entire IT system. Mr. Netanel stated that the recommendations would be available soon.

By the end of the year, the printing and mailing of certificates and cards will be done in-house. Mr. Netanel stated it will shorten the application turnaround time, increase security and reduce cost.

Mr. Netanel thanked Dr. Ben Drillings who generously provided CAMTC with a free booth at his A2Z Health Expo, which was held in Los Angeles on September 6, 2012.

4. Treasurer's Report

Mr. Marylander reported for the period of July 27, 2009 through August 25, 2012, 45,211 new applications have been received. For the first 34 weeks of 2012, the average numbers of applications received were 211 per week. The recertification period began on September 1, 2011 and as of August 25, 2012, Mr. Marylander stated that 12,810 certificate holders have been billed, with 73% of them paid/complete.

5. IT Liaison's Report

Mr. Pezza gave a brief outline of implementation and timing on replacing the current IT system with a MSSQL server that will interface with an ASP.Net system. A Developer is already in place and Mr. Pezza is narrowing down his search for an IT Systems Manager.

6. Director of Governmental Affairs and Specials Project's Report

Ms. May gave a brief legislative status report on bills SB 1575/SB 122/SB1238, SB1193, AB1963, AB 1940 and AB 2540.

As Ms. May stated at the June 2012 meeting, the CAMTC Board approved an amendment to Business & Professions code Section 4601 (b)(1)(B) to delete "single" from the requirement that the applicant for CMP complete 250 hours from a "single approved school". Since this will not

take effect until January 1, 2013, Ms. May urged the Board to pass a motion today to allow transcripts from multiple schools for CMP certification in the interim. Ms. May also advised that the Board may choose to accept transferred credits as long as the transfer credits are in accordance with BPPE regulations.

Motion (2): Grant/Dixon – Move that CAMTC, for the purposes of CMP certification, accept hours from an approved school that includes hours transferred from other schools that have been accepted by the approved school providing the transcript, and which are acceptable to CAMTC.

Schroeder Friendly Amendment – add to end of motion - The transfer hours must qualify for CAMTC approval as if the transferring student applied directly to CAMTC for certification.

Grant/Dixon accept Friendly Amendment

Schroeder Friendly Amendment – add to motion - All sets of transferred credits must be clearly identified as such.

Grant/Dixon Accept Friendly Amendment

Schroeder Friendly Amendment – New motion – I move that CAMTC, for the purposes of CMP certification, may accept hours from multiple approved schools that are acceptable to CAMTC. The transfer hours must qualify for CAMTC approval as if the transferring student applied directly to CAMTC for certification and all sets of transcript credits must be clearly identified as such.

Grant/Dixon accept Friendly Amendment

12-0 5 abstain (Drillings, Leonardo, Pezza, Smith, Wall) MOTION PASSES

7. Director of PSD's Report

Mr. McElroy reported that he and PSD's Chief of Investigation and Enforcement, Tim Chambers, spent two days at AMG going through 300 of the 600 backlog of applications with background issues. This was a great success and is looking to go back on a quarterly basis to keep on top of the backlog.

8. The Board went into closed Session Regarding the Appointment, Employment, Evaluation of Performance, or Dismissal of an Employee Pursuant to California Government Code Section 11126(a) at 11:21am.

No action was taken in the Closed Session under item 8.

9. The Board went into closed session with CAMTC legal counsel pursuant to Government Code Section 11126(e) at 12:30pm and returned to open session at 1:35pm.

10. Employee Handbook

Motion (3): Benson/Marylander – Move to change recommendations on vacation accrued to maximum of 15 days per year instead of 20 days.

Substitute Motion (3a): Schroeder/Armour – Move to delete section on vacation policy from manual. CEO to come back with proposed schedule of vacation benefits.

8-7, 1 Abstain (Pezza) SUBSTITUTE MOTION PASSES

Motion (4): Schroeder/Robinson – Move to delete section on sick leave and CEO to come back with recommendation on proposed schedule of sick leave package.

15-1, 2 Abstain (Benson/Pezza) SUBSTITUTE MOTION PASSES

Motion (5): Benson/Schroeder – Employee Handbook, under 'Employment of Relatives', move to strike "Beginning on the date this Handbook is first adopted".

5-8, 1 abstain (Pezza) MOTION FAILS

Motion (6): Dixon/Calvert – Move to approve section titled, 'Conflict of Interest' as suggested by CEO.

2-12, 1 Abstain (Pezza) MOTION FAILS

Motion (7): Armour/Schroeder – Under section 'G', change "employees are expected to return all CAMTC furnished property" to employees are required to return all CAMTC furnished property".

18-0 MOTION PASSES

Motion (8): Schroeder/Grant – Move to approve Employee Handbook.

18-0 MOTION PASSES

11. Posting of suspended and revoked certificates

Ms. May recommends the Board to create a board policy to require the posting of suspended and revoked certificate on the publically viewed website.

Motion (23): Dixon/Rolnick – Move to adopt Board Policy to require that when a final determination by the Professional Standards Division (PSD) to revoke or suspend a certificate has been rendered, and after notice has been transmitted to the certificate holder, the disciplinary decision shall be posted on the publically accessible "Verify Certification" website.

18-0 MOTION PASSES

12. Fee Schedule Recommendations

Motion (24): Schroeder/Benson – Move to continue board meeting for the CEO's recommendations relating to fees.

18-0 MOTION PASSES

1. Recertification Late Fee

Motion (25): Marylander/Dixon – Move to adopt recertification late fee schedule, once proper notification is given, of the following:

Received or Postmarked:

1-10 days after expiration - \$25

11-29 days after expiration - \$40

30-180 days after expiration - \$90

18-0 MOTION PASSES

2. Hearing Filing Fee

Motion (26): Schroeder/Wall – Move to adopt new Hearing Filing Fees, of \$90.00 for written hearing and \$135.00 for Oral Hearing, immediately.

18-0 MOTION PASSES

3. Expediting Fee

Motion (27): Grant/Dixon – Move to instruct CEO to pursue details on the expediting service fee and table action until the November Board meeting.

5-6 MOTION FAILS

13. Adjournment

Chairperson Wall adjourned the meeting at 4:02pm

Minutes Approved: November 5, 2012

Roberta Rolnick, Secretary