



MEMORANDUM

DATE	August 9, 2021
TO	Physician Assistant Board
FROM	Rozana Khan, Executive Officer
SUBJECT	Agenda Item 5b. Executive Officer's Report

Pandemic Response

The Board's office is operational and open to the public during the COVID-19 pandemic. Board staff continues to be on a rotational telework schedule while ensuring that all operational needs are met.

Personnel

Effective June 16, 2021, Kristy Voong, Board's probation monitor, was promoted to Staff Services Manager I. Ms. Voong received her bachelor's degree in Social Work from California State University, Sacramento. She worked at a non-profit organization providing case management services to dually diagnosed adults with mental illness and developmental disabilities. She was later promoted to a Team Leader position within this organization to oversee and monitor a new program where she provided program development and direct supervision to staff. Ms. Voong joined state service in 2014 as an enforcement analyst for the Medical Board, Physician Assistant Board, and the Podiatric Medical Board. She was later promoted to a probation analyst with the Medical Board. Ms. Voong joined the PAB in September 2019 as the probation monitor. Ms. Voong will oversee the licensing and enforcement programs and provide general management-level support to all PAB activities. Please join me in congratulating Ms. Voong on her promotion and welcoming her into the new role.

Recruitment efforts are underway to fill the vacant probation monitor position behind Ms. Voong. Board staff anticipates filling the position soon. During this time, Ms. Voong has graciously continued working in this position. Once the position is filled the Board will be fully staffed.

Information Technology

Board staff continues to review and redesign the Board's website to upgrade to the latest template. The new design and layout of the website will streamline the information presented and make it more user friendly. Board staff anticipates the website redesign to be complete by the end of the year.

Along with Facebook <https://www.facebook.com/PABofCalifornia> and Twitter <https://twitter.com/PABofCA>, Board staff is also utilizing [subscriber alert system](#), and its [website](#) to serve as the primary communication tools to maximize outreach and communication.

MISSION: To protect and serve consumers through licensing, education, and objective enforcement of the Physician Assistant laws and regulations.

