

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42

MEETING MINUTES

February 6, 2023
8:30 A.M. – 5:00 P.M.
PHYSICIAN ASSISTANT BOARD
Physician Assistant Board Meeting Was Held Via WebEx

1. Call to Order by President

President Armenta called the meeting to order at 8:30 a.m.

2. Roll Call

Staff called the roll. A quorum was present.

Board Members Present: Charles Alexander, PhD
Juan Armenta, Esq.
Jennifer Carlquist, PA-C
Sonya Earley, PA-C
Jed Grant, PA-C
Randy Hawkins, M.D.
Diego Inzunza, PA-C
Vasco Deon Kidd, PA-C

Staff Present: Rozana Khan, Executive Officer
Michael Kanotz, Attorney III
Karen Halbo, Regulatory Counsel, Attorney III
Kristy Voong, Assistant Executive Officer
Jasmine Dhillon, Legislative/Regulatory Specialist
Julie Caldwell, Lead Licensing Analyst
Christina Haydon, Enforcement Analyst
Armando Melendez, Complaint Analyst
Virginia Gerard, Probation Monitor
Ariel Gompers, Administrative Analyst

3. Consider Approval of November 7, 2022, Board Meeting Minutes

M/ Vasco Deon Kidd S/ Jennifer Carlquist to:

Approve the November 7, 2022, Meeting Minutes.

Member	Yes	No	Abstain	Absent	Recusal
Charles Alexander	X				
Juan Armenta	X				
Jennifer Carlquist	X				
Sonya Earley	X				
Jed Grant				X	
*Diego Inzunza			X		
Vasco Deon Kidd	X				

44 *Please note that Mr. Inzunza was present but was unintentionally omitted from the
45 rollcall vote. Therefore, his vote is being recorded as an abstention.

46
47 No public comment.

48 49 **4. Public Comment on items not on the Agenda**

50 (Note: The Board may not discuss or take action on any matter raised during this
51 public comment section that is not included on this agenda, except to decide
52 whether to place the matter on the agenda for a future meeting. [Government Code
53 Sections 11125, 11125.7(a).])

54
55 No public comment.

56 57 **5. President's Report**

58
59 Mr. Armenta reported that it is with great sadness that the Board announce the loss
60 of staff member, Aurora Morris. Ms. Morris was with the Board since March 2020 as
61 an Office Technician. She was a valuable member of the Physician Assistant Board
62 (PAB) team providing excellent customer service to licensees and to the public; her
63 presence and warm smile will be missed. The Board sends heartfelt condolences to
64 Ms. Morris' family.

65
66 Mr. Armenta shared that there has been some discussion about the potential
67 physician assistant (PA) name change that might be advocated by the California
68 Academy of PAs (CAPA). Mr. Armenta asked Ms. Earley what is the new iteration of
69 the name that is being contemplated by CAPA to conform to get the name in some
70 states, a movement towards a different name. Ms. Earley responded with Physician
71 Associate.

72
73 Mr. Armenta reported that Ms. Earley and himself meet with Executive Officer Ms.
74 Khan regularly, who updates them on any staffing issues or any operational issues
75 that may come up so that the Board may bring them up in the report. However, it
76 looks as though the Board hired an excellent Executive Officer as everything looks
77 to be running smoothly.

78
79 Mr. Armenta reported a Senate appointment has been made for a seat on the Board.
80 Deborah Snow, previously on the Speech-Language Pathology and Audiology and
81 Hearing Aid Dispenser Board, will be joining PAB. Ms. Snow will be sworn in at the
82 next Board meeting.

83
84 Lastly, Mr. Armenta congratulated Sonya Earley for completing her Doctorate. Dr.
85 Earley thanked Mr. Armenta.

86
87 No public comment.

88 89 **6. Executive Officer's Report**

90
91 Mr. Armenta reported the following information:

92 93 A. Office Operations

95 The Board is managing ongoing telework for staff while continuing to balance office
96 operations.

97
98 B. Personnel

99
100 On December 13, 2022, the Board welcomed back Ariel Gompers to the Board who
101 filled the vacant Administrative Analyst position. On December 6, 2023, interviews
102 were conducted to fill the vacant Licensing Analyst position. Once the Board
103 receives the necessary clearance, a confirmation of employment will be made.
104 Additionally, the Board advertised to fill the vacant Office Technician position which
105 will provide technical and clerical support to the Enforcement and Licensing
106 Programs.

107
108 C. Outreach

109
110 The Board has two outreach events scheduled for this calendar year. Staff is looking
111 forward to attending the CAPA conference in Napa on February 25, 2023, and the
112 annual CAPA conference during the Physician Assistant Week on October 5-8,
113 2023, in Anaheim. The Board is grateful for the opportunity provided by CAPA to
114 attend these exceptional events.

115
116 The Board also has two licensing presentations scheduled for this calendar year
117 which will be conducted by Lead Licensing Analyst Julie Caldwell. The first
118 presentation took place on January 30, 2023, with physician assistant students at
119 the Keck School of Medicine of the University of Southern California. The second
120 presentation is scheduled for February 23, 2023, for the physician assistant students
121 at the University of the Pacific. Both presentations cover initial licensing
122 requirements, license renewals, online resources, continuing education, etc.

123
124 Additionally, staff will be attending the Federation of State Medical Boards (FSMB)
125 111th Annual Meeting on May 4-6, 2023, in Minneapolis, MN. The FSMB is a
126 national, non-profit organization that represents the 70-state medical and
127 osteopathic boards of the United States and its territories. Their mission is to serve
128 as the voice for state medical boards, supporting them through education,
129 assessment, research, and advocacy while providing services and initiatives that
130 promote patient safety, quality healthcare and regulatory best practices. The FSMB
131 is a recognized authority throughout the United States and internationally on issues
132 related to medical licensure and discipline.

133
134 D. Strategic Planning

135
136 2023 is the Board's year to develop a new strategic plan. Department of Consumer
137 Affairs (DCA) SOLID Training Solutions (SOLID) has tentatively scheduled the
138 strategic planning session with both Board members and staff at its May 1, 2023,
139 meeting in Sacramento. SOLID is hopeful they will be able to meet this target date;
140 however, there is a chance this will need to be delayed as their ability to begin this
141 process is subject to finalization of the new Diversity, Equity, and Inclusion (DEI)
142 components, which will be outlined by Deputy Director Melissa Gear as part of the
143 DCA updates.

144
145 E. Information Technology

147 Development of the instructional video to assist applicants with the licensure process
148 is nearing completion. DCA Information Officer has started production of the video
149 and should have it completed by the end of February.

151 The Board continues to utilize its subscriber alert system, social media accounts and
152 website to maximize outreach, which serve as the primary communication tools for
153 licensees and members of the public.

154
155 No public comment.

156 157 **7. Board Activity Reports**

158 159 A. Licensing

160 161 Licensing Population by Type Report as of January 20, 2023:

162
163 Total Licensing Population: 23,912
164 Current Licenses: 16,347
165 Current Inactive: 30
166 Current Temporary Family Support: 1
167 Total: 16,378
168

169 170 Summary of Licensing Activity Report for October 1, 2022, to December 31, 2022:

171 Initial Applications received: 372
172 Licenses issued: 435
173 Licenses renewed: 1,763
174

175 176 Pending Application Workload Report as of January 20, 2023:

177 Ms. Caldwell stated that this report provides information on the average age the
178 application sits on the desk and then the average age that is assigned to an
179 individual. The Board does not consider an application submitted without payment
180 as a completed application. The desk age captures when an individual submits the
181 application and made the payment. The application age captures when the
182 application is assigned to a specific staff member.
183

184 The color pie charts show the desk age and application age of 0-30 days, 31-60
185 days, 61-90 days and 91 plus days, but this does not mean it is taking the Board this
186 many days to review everyone. Currently, the Board is under the 30-day window of
187 having individuals apply and updated within 30 days. Ms. Caldwell noted that the red
188 column [91 plus days] is not cause for alarm as it means that the applications have
189 been reviewed but there is a delay in getting the requirements in the office. This
190 could mean that the applicant applied too early and has not graduated and taken the
191 Physician Assistant National Certifying Examination (PANCE); the applicant wanted
192 to wait until their birth month to be licensed; they are waiting on verifications of other
193 state licenses, certifications, or registrations; or delays of getting the results of the
194 background check.
195

196 197 Licensing Performance Measures Report for October 1, 2022, to December 31, 198 2022:

199 Ms. Caldwell stated that this report provides information on how long it takes the
200 Board to review an application. With the previous departure of Ms. Harrington from
201 the Board and various holidays and staffing shortages, the licensing desk was a little
202 over the 30-day window. However, with the help of Ms. Voong, the Board is back to
203 the 30-day goal.

204 Ms. Caldwell also report that the licensing unit has started to issue the Controlled
205 Substance Education Course audit letters to the affected licensees. The Board is
206 having an overall good response and is receiving the certificates to be added to the
207 licensing account, so that they can be viewed on the BreEZe website.
208

209 Mr. Armenta asked if Ms. Harrington's departure would account for the skewing of
210 the Board's average desk age, Ms. Caldwell responded yes. Ms. Caldwell stated a
211 personal goal was to try to keep it at about three weeks, this way when an individual
212 applied and paid their fees, they could hear from the Board within three to four
213 weeks. However, Ms. Harrington left the Board, and with vacation schedules, and a
214 few holidays, the 30-day goal was not met for a short time.
215

216 B. Complaints

217
218 Mr. Melendez reported the following complaint activity for the period of October 1,
219 2022, to December 31, 2022:
220

- 221 ● Complaints Volume
 - 222 ○ Complaints received: 91
 - 223 ○ Convictions/Arrests Received: 8
 - 224 ○ Total Received: 99
 - 225 ○ Assigned to desk analyst (**may include cases received in previous
226 quarters): 95
 - 227 ○ Pending at intake: 0
- 228 ● Complaints and Investigations
 - 229 ○ Complaints referred for investigation: 13
 - 230 ○ Complaints and investigations closed: 86
 - 231 ○ Complaints pending at desk analyst: 296
 - 232 ○ Investigations pending at field: 69
 - 233 ○ Average age of pending investigation: 331 days
 - 234 ○ Investigations over 8 months old: 40

235 236 C. Discipline

237
238 Ms. Haydon reported the following discipline activity for the period of October 1,
239 2022, to December 31, 2022:
240

- 241 ● Suspensions
 - 242 ○ There were no suspensions
- 243 ● Office of the Attorney General Transmittal
 - 244 ○ Cases initiated: 7
 - 245 ○ Cases pending: 47
 - 246 ○ Average age of pending cases: 341 days
- 247 ● Formal Actions Filed/Withdrawn/Dismissed
 - 248 ○ Accusations filed: 5
- 249 ● Administrative Outcomes/Final Order
 - 250 ○ Revocation: 3

- 251 ○ Surrender: 1
- 252 ○ Petition for Termination of Probation Granted: 1
- 253 ● Citation and Fine
- 254 ○ Resolved/Closed: 1
- 255 ○ Fines Received: \$500

256 D. Probation

257
258 Ms. Gerard reported the following probation activity for the period of October 1,
259 2022, to December 31, 2022:

- 261 ● Voluntary Surrender: 1
- 262 ● Completed Probation: 2
- 263 ● Probation Terminated: 1
- 264 ● Total Probationers: 41

265 E. Diversion

266
267
268 Ms. Gerard reported the following activity for the Diversion Program for the period of
269 October 1, 2022, to December 31, 2022:

- 270
271 ● Total Active Participants: 2

272
273 Mr. Armenta asked Ms. Gerard for an update on how she has been received in her
274 visits, as well as telephone checks and other correspondences. Ms. Gerard stated
275 that she has generally been well received. When completing the intake with new
276 probationers, Ms. Gerard has noticed that some may not be taking their probation as
277 seriously, but that may also be their personality. Mr. Armenta asks Ms. Gerard to
278 please elaborate on what she means when she says some probationers do not
279 seem to take their probation seriously. Ms. Gerard responded that she believes that
280 they feel as though their probation is an inconvenience or that they were put on
281 probation over a misunderstanding.

282
283 Mr. Armenta asked if Ms. Gerard perceives any issues continuing to enforce the
284 enforcement of the probation terms. Ms. Gerard responded that the enforcement
285 comes down to what the Board's attorneys and the Board are willing to do. Ms.
286 Gerard stated that she can only advise the probationers that they are not in
287 compliance and write that up.

288
289 Dr. Hawkins asked what the nature of the licensee was who surrendered their
290 license. Ms. Gerard responded that the probationer was tolling, and the Board has a
291 standard condition that if a probationer tolls for two years it is considered a violation
292 as the Board does not want probationers sitting in the drawer indefinitely. At this
293 juncture, the Board will send the probationer a letter stating that the Board will file a
294 petition to revoke their probation, or the probationer can volunteer to surrender, and
295 the Board can accept.

296
297 No public comment.

298 299 **8. Department of Consumer Affairs – Director's Update**

300
301 Melissa Gear, Deputy Director from Board and Bureau Relations (BBR) at DCA
302 thanked the Board for its time and provided the following department updates.

303 A. New Strategic Plan and Logo

304
305 DCA released its new five-year Strategic Plan in November and officially transitioned
306 to a new logo at the start of the new year. The new logo will be implemented
307 gradually throughout this year. Existing items with the previous DCA logo are still
308 valid during the transition and do not need to be replaced or updated. DCA Board
309 and Bureau leadership have been given information and resources to help with the
310 new logo implementation. A centralized website is also available at
311 www.dca.ca.gov/logo. The new plan and logo represent the Department's next
312 chapter and future, with consumer protection continuing to guide DCA's mission and
313 priorities. DCA holds itself to a high standard as a licensing entity, regulator,
314 educator, and service provider. Additionally, the plan incorporates DCA's strong
315 commitment to diversity, equity, and inclusion as well as DCA's shared commitment
316 to each consumer. The new logo not only displays California's official colors, but it
317 also visually represents DCA's vision of protecting California consumers. The shield
318 symbolizes a strong and long-standing protection mandate, the state symbolizes all
319 40 million Californians DCA has pledged and is honored to serve. The star
320 symbolizes consumer protection as the true guiding principle, its own North Star.

321
322 B. Diversity, Equity, and Inclusion Steering Committee

323
324 Ms. Gear reported that at the end of last year DCA established its first Diversity,
325 Equity, and Inclusion Steering Committee (DEI Committee) to guide the
326 Department's equity strategy, initiatives, and action plans. Comprised of DCA Board
327 and Bureau leadership, the DEI Committee held its second meeting on January 27,
328 2023, and established the Committee's charter to discuss changes to the strategic
329 planning process and development of DEI fact sheet. Additional resources will be
330 forthcoming that the boards will be able to use and incorporate into their strategic
331 plans and communications. The Committee will concentrate on three key areas;
332 workforce, to find and keep diverse talent; workplace, actively educate leaders and
333 employees to raise awareness and foster an inclusive culture; and marketplace, to
334 be sensitive to the diverse backgrounds and perspectives of consumers, applicants,
335 and licenses.

336
337 C. Strategic Planning

338
339 The Department's DEI Steering Committee is working to implement the Governor's
340 executive order issued in September of last year, which directs state departments to
341 embed diversity, equity, and inclusion, and to their strategic plans. DCA's SOLID
342 team is working with DEI Steering Committee to develop DEI related questions for
343 inclusions and environmental scan surveys and Strengths, Weaknesses,
344 Opportunities and Threats (SWOT) analysis to help guide the boards and bureaus in
345 developing DEI related goals and objectives as part of their strategic plans. Sample
346 DEI objectives will also be provided to further assist the boards and bureaus.
347 Additionally, DCA is developing video messages from leaders to explain their
348 perspective on DEI and how it relates to the board's role as regulators and policy
349 makers. Once these new DEI components have been finalized and approved,
350 SOLID will begin working with DCA's boards and bureaus on the development of
351 new strategic plans or the updating of existing strategic plans. DCA will keep the
352 Executive Officer updated as more information becomes available.

353
354 D. Board Member Trainings

355 Ms. Gear stated now is a great time to review all the necessary board member
356 training and submit certificates of completion to the Executive Officer and DCA at
357 memberreations@dca.ca.gov. There are two DCA wide mandatory trainings for
358 2023; this includes the Sexual Harassment Prevention training and the Information
359 Security Awareness training. All DCA employees and appointees, including board
360 members will need to complete the Sexual Harassment Prevention training this year.
361 This training is required every odd numbered year and is approximately two hours.
362 In addition, if staff is assigned to an DCA email, staff are required to complete the
363 Information Security Awareness Fundamentals 2023 training. Information Security
364 Awareness training addresses everyone's role in protecting DCA data and
365 information. The training is online and required every year. Both the Sexual
366 Harassment Prevention training and Information Security Awareness training are
367 available in the Department's Learning Management System (LMS). Both trainings
368 can be accessed online at any time and the next few weeks information will be sent
369 out via email on how to access these trainings.

370
371 Board members must complete the Board Member Orientation Training (BMOT)
372 within the first year of appointment or reappointment; Ethics training within six
373 months of appointment, and every two years thereafter; and Defensive Driver
374 training within the first year and every four years. These trainings are offered
375 multiple times a year in a variety of formats. For more information, a mandatory
376 training page has been created to help members identify, access, and track
377 specified trainings. The page includes direct links to mandatory trainings as well as
378 pertinent information and policies specific to those training courses. The page is
379 available via the DCA Board Member Resource Center page.

380
381 Ms. Gear listed upcoming trainings which includes, the President and Vice President
382 training on February 22, 2023, from 10:00 a.m. to 12:00 p.m. This virtual two-hour
383 training will outline the role of the board president, including understanding the
384 scope of the role managing board members and performing administrative duties.
385 Please sign up now using LMS.

386
387 Lastly, the BMOT will be held on March 22, 2023. BMOT will be offered as a live
388 virtual day of training and possibly in person on June 20 and October 10, 2023. More
389 information will be available soon. Board members can sign up using LMS.

390 391 E. COVID-19 Update

392
393 The COVID-19 State of Emergency and associated Executive Orders will end on
394 February 28, 2023, and the remaining active waivers the DCA issued under the
395 authority of the state of emergency and executive orders will also expire.

396 397 F. Form 700

398
399 Reminder to file the annual Form 700 by March 15, 2023. Board and committee
400 members are required to file a statement of economic interest or Form 700 within 30
401 days of their appointment annually and within 30 days of leaving office. This year's
402 annual filing period covers the prior calendar year, January 1 through December 31,
403 2022. The official deadline for filing is April 1, 2023. To ensure compliance, DCA
404 requested that Form 700 filers complete the e-filing by March 15, 2023. Staff should
405 have recently received an email from the NetFile with instructions on how to file the
406 annual Form 700.

407 DCA and the BBR team look forward to working with and assisting the Board
408 throughout this new year. DCA is here to support staff and the important work that is
409 completed. Ms. Gear welcomed any questions from the Board and took a moment to
410 offer condolences to the family and friends of Aurora Morris on behalf of herself and
411 the Executive Office team.

412
413 Dr. Kidd offered his condolences and sympathies for Ms. Morris' family. Dr. Kidd
414 thanked Ms. Gear for her report and explained that he had not received an annual
415 Form 700 link and asked if it will be emailed out soon. Dr. Kidd also asked if the
416 information from the previous year would repopulate into the Form 700. Ms. Gear
417 responded that she would check to see why Dr. Kidd has not received his link. Ms.
418 Gear also stated that she would have to get back to Dr. Kidd on whether the form is
419 prepopulated with the individual's previous information or if one must start over.

420
421 Mr. Armenta offered that when he completed the Form 700, his previous information
422 was populated, and he made changes as needed.

423
424 Dr. Alexander offered his condolences to Ms. Morris' family as well. Dr. Alexander
425 stated that he completed a Sexual Harassment Prevention training previously with
426 the University of California and asks if he could share the certificate to see if this
427 training would fulfill the requirement. Ms. Gear responded that if the training falls
428 within the appropriate time frame, then it should be within compliance. Ms. Gear
429 asked Dr. Alexander to share the certificate with DCA and staff will get back to him
430 to let him know if he is within compliance.

431
432 No public comment.

433 434 **9. Budget Update**

435
436 Suzanne Balkis, DCA Budget Analyst, thanked the Board and the Executive staff for
437 allowing her to present and she offered her condolences to Ms. Morris' family and
438 Board staff. Ms. Balkis reported that on January 10, 2023, the Governor's budget
439 was released, which provided updated budget numbers for the Board. This includes
440 incremental adjustment to the current year (CY) 2022-23 and to the based budget
441 for the budget year (BY) 2023-24. Ms. Balkis shared that she will not be including
442 expenditures within her presentation as the Board will be projecting a full
443 expenditure and the Budget Office will continue to monitor this expenditure and
444 report back to the Board with monthly expenditure projection report as future fiscal
445 months close.

446 447 Fund Condition Report

448
449 The fund condition gives the Board a full year view of the post fund. For the 2021-22
450 actuals the Board has a beginning balance \$4.8 million, with the prior year (PY)
451 adjustment of about \$197,000, giving the Board an adjusted beginning balance of
452 about \$5 million. The Board collected approximately \$2.5 million in revenue and
453 transfer the general fund (AB 84) of negative \$88,000, giving the Board a total
454 expenditure of \$2.5 million. This gives the Board a fund balance of about \$4.5 million
455 or 16.7 months in reserve.

456
457 For the Board's CY 2022-23, which includes the FM5 projections, these projections
458 are based on the Governor's budget. The Board has a beginning balance of about

459 \$4.5 million and has a projected estimate of \$2.7 million in revenue, and \$3.2 million
460 in total projected for FM5. The Board currently has a fund balance of about \$4
461 million, which gives the Board about 14.6 months in reserve.

462
463 For BY 2023-24 and BY 2024-25 plus one, these projections are based on the
464 current year's Governor's budget except for the income from surplus, which are
465 formula driven. BY and BY plus one are realized. One of the main factors that goes
466 into the fund condition is that the Board adds a 3% ongoing increase for
467 expenditures that are due to general salary increase, employee compensation and
468 retirement rate adjustments.

469
470 Mr. Armenta expressed his concern regarding the continuing decline of the Board's
471 months in reserve and asked Ms. Balkis to remind him what the healthy number that
472 the Board needs to be at. Ms. Balkis replied that the Board should be between six
473 months at the minimum and 24 months maximum. The Budget team is looking at the
474 BY plus one, meaning the Board is doing full expenditures. When the Budget team
475 looks at the months in reserve, it is assumed that the Board will use all of their
476 appropriation; this is why there is this constant change as there is also the 3%
477 increase.

478
479 Mr. Armenta commented that as the rate of inflation continues to rise, then the Board
480 is at a risk of this downward trend in reserves to continue to get closer to six months
481 than the 24 months. Mr. Armenta asked his fellow Board members and staff to start
482 looking at how the Board can change that.

483
484 Mr. Armenta asked if it has been a while since there has been a fee increase for the
485 Board's license renewals. Ms. Khan responded that the Board has not had a fee
486 increase for some time and the Board plans on looking into that for FY 2025-26.

487
488 Ms. Balkis stated that this is an issue that the Board can investigate earlier than FY
489 2025-26 as this time frame was based on the fund condition.

490
491 Mr. Armenta asked Ms. Balkis to prepare projections for the next board meeting.

492
493 No public comment.

494 495 **10. Report on Medical Board of California Activities**

496
497 Dr. Hawkins, Vice President of the Medical Board of California (MBC), reported the
498 MBC met in person on December 1 and 2, 2022. The next meeting will be virtual on
499 February 9 and 10, 2023. The agenda was finalized and can be viewed at
500 www.mbc.ca.gov.

501
502 MBC is preparing their Sunset review later this year. Sometime in the next few
503 months there are several important issues, but most importantly there's a need for
504 the Legislature to increase fees for licensees to improve the MBC's balance sheet.
505 The MBC has not had a fee increase in 15 years or more and has had issues getting
506 an increase approved. There is also a report of an outstanding Enforcement Monitor
507 for MBC requested by the DCA that is still pending.

508
509 Mr. Armenta asked Dr. Hawkins where this resistance is coming from. Dr. Hawkins
510 stated that he believes that certain entities have a relationship with the Legislature.

511 For example, the MBC asked for an increase of a substantial amount but received
512 an insignificant increase amount of \$80, which did not help with the budget. Dr.
513 Hawkins believes there are physician entities that possess an influence on the
514 Legislature.

515
516 Mr. Armenta asked how big of an increase the MBC was asking for. Dr. Hawkins
517 responded that the MBC was requesting about a doubling in every two years, this
518 would bring the fee from about \$800 to \$1,600. This request was due to MBC not
519 having a fee increase in over 15 years, except that \$80 increase last year. The MBC
520 is now required to get a loan to help manage the significant financial situation and
521 needs the Legislature to assist the board so that it can continue to meet its mission
522 of protecting the public.

523
524 No public comment.

525
526 **11. Regulations – Update on Pending Regulatory Packages**

527
528 Ms. Dhillon provided the updates for the regulatory packages.

529
530 1. 16 CCR 1399.514, 1399.615 – SB 697: Renewal of License and Continuing
531 Medical Education Required

532
533 Staff is currently working on initial documents to submit for initial review this calendar
534 year.

535
536 2. 16 CCR 1399.502, 1399.540, 1399.541, 1399.545 – SB 697: SB 697
537 Implementation

538
539 Staff is finalizing initial documents with regulations counsel and the Budget Office to
540 submit for initial review within the next month.

541
542 3. 16 CCR 1399.506, 1399.507, 1399.511, 1399.546 – SB 697: Application, Exam
543 Scores, Addresses, & Recordkeeping

544
545 Agency approved this package on December 12, 2022, and it was filed with the
546 Office of Administrative Law (OAL) on December 20, 2022. Regulations Counsel
547 Karen Halbo and Ms. Dhillon are working with OAL staff to make the requested
548 changes and to finalize the package. The Board withdrew the package, and the
549 Board will be issuing a modification of text to be published for a 15-day comment
550 period. The Board will have the opportunity to vote and adopt this new text at the
551 next Board meeting.

552
553 Mr. Grant asked what the changes were made to this package. Ms. Dhillon
554 responded that there were discussions with the OAL attorney that was assigned to
555 this package and there were some concerns with the language regarding the mailing
556 address and specifying that the address of record that licensees need to provide
557 does not have to include a home address, because that is not required by statute.
558 That change would also better address the public comment that was received for
559 that package where someone had commented and said that the language needs to
560 be clearer as to whether a home address was required or not. The other main
561 concern was the address of record and specifying that the address of record was
562 published on the DCA license search website for licensees and not applicants. The

563 Board only publishes the address of record after an applicant is issued a valid
564 license, however this is something that the Board is asked to clarify within the
565 language.

566
567 Mr. Grant expressed his concerns by asking if this will restart the process. Ms.
568 Dhillon assured Mr. Grant that it does not restart the process. The Board submitted
569 the notice of the regulation on September 9, 2022, and from that period the Board
570 was given a year to finalize it with OAL. The Board then had to withdraw the
571 package and will be sending out a 15-day modification of text where the public will
572 be able to comment. From there, the Board can address any concerns that the
573 public might have and if there are any changes to the text that need to be made, the
574 Board will make those changes. The Board has until that September deadline to
575 finalize this package, giving the Board an ample amount of time. The Board will have
576 the opportunity to make any comments, or if the Board can address any concerns as
577 well at the next meeting.

578
579 4. 16 CCR 1399.515 – AB 2461: Retired Status to Include Fingerprint Requirement

580
581 This package is on hold for 2023 until the above packages are completed.

582
583 5. 16 CCR 1399.523 – SB 1441: Implement Uniform Standards Related to
584 Substance Abusing Licensees and Update of Disciplinary Guidelines

585
586 This package is also on hold for 2023 until the above packages are
587 completed.

588
589 6. 16 CCR 1399.XX – AB 107: Military Applicant Temporary Licensure

590
591 Staff is currently working on creating initial documents with regulations counsel and
592 the Budget Office to submit for initial review this calendar year.

593
594 Mr. Armenta asked to confirm with Ms. Dhillon that there is not much for the Board to
595 do in terms of changing the Board position on any of the regulatory packages, Ms.
596 Dhillon affirmed and stated that this is correct.

597
598 No public comment.

599
600 **12. Education/Workforce Development Advisory Committee: Update on**
601 **Physician Assistant Education Programs and Applicants in California**

602
603 Dr. Alexander thanked Mr. Grant for his assistance within this report as they
604 transitioned this reporting to Dr. Alexander, and for the many lessons that Mr. Grant
605 has shared.

606
607 Dr. Alexander reported that there are 23 PA programs in California, a total of 300
608 across the nation. Of these 23, three are in the developmental phase. The majority
609 are in the Los Angeles and San Diego areas, with the Bay Area following behind,
610 two in the Central Valley and two in the Central Coast. The average number of
611 students is about 41 and there is a total estimated capacity of 1,048 once all these
612 developing programs are online.

613
614 Dr. Alexander stated that he works at a university and he sees that the PA

615 profession is growing in popularity among undergraduates and he believes in some
616 respect that this is a great thing because the world needs more care providers given
617 what is going on in the health professions today.

618
619 Mr. Grant stated that the biggest hurdle to growth of programs in California is clinical
620 sites, but it is increasingly competitive with multiple applicants for every available
621 seat.

622
623 Dr. Hawkins inquired about where individuals are practicing within the underserved
624 areas, as this could help give the Board an idea of how to assist PAs on where to
625 apply and get loan repayment programs. Mr. Grant replied that the Education and
626 Workforce Development Committee looks more into the profession. There are many
627 loan repayment programs that assist individuals who practice in rural and
628 underserved areas; however, the committee has not investigated this very much.
629 The focus of the committee are individuals coming in, not where they practice after
630 they graduate. Although, if this is something that the Board wants, the committee
631 can shift its focus.

632
633 Dr. Hawkins shared that he has a contact who may have some of the information for
634 the Board regarding the loan repayment programs and the Board would not need to
635 duplicate. But the numbers that are coming out is a reasonable question to ask.

636
637 Mr. Grant stated that perhaps another committee can be formed to work on this
638 project, or if the Board wants the current committee to change their focus from
639 education and development of workforce coming in, versus distribution of workforce
640 on the back end.

641
642 Dr. Kidd asked if the committee could report on the racial and ethnic mix of
643 applicants across the programs and the average cost of the PA programs. Dr.
644 Alexander responded that some universities report the diversity of their classes while
645 others do not, so reporting on diversity can be difficult. The cost for PA education is
646 going up and he stated that he would imagine that some of these new programs are
647 going to be somewhat expensive. Even the University of California, San Diego,
648 which is a public university, still require the students to pay professional fees.

649
650 Mr. Grant agreed with Dr. Alexander on that some PA programs will report on
651 diversity while others do not, making these numbers hard to come by. However, if
652 the Board would like to see this information on this report, the committee can add
653 cost and diversity from the information that the committee is able to gather. The
654 Physician Assistant Education Association (PAEA) website has some information on
655 there, and they survey each program every year for that information. This
656 information can be found in their matriculate students survey, or the recently
657 renamed "Program Report." However, the Board should keep in mind that this is all
658 voluntary reporting. The Board is aware that the PA profession is less diverse than
659 the Board would like it to be. In terms of applicants to the profession there are high
660 numbers of white females. Diversity has been a goal and the PAEA has been really
661 working on this. As an admissions director for a PA program, a lot is done to try and
662 have a more diverse applicant pool, as well as more diverse students that are
663 selected for admission to the program. In terms of cost, the average program is
664 about \$100,000. It varies widely from \$70,000 all the way up to over \$200,000 in
665 terms of cost, public versus private. California State University, Monterey Bay did
666 recently have an increase in their tuition and fees for their program and that puts it in

667 the \$100,000 to \$120,000 range for the total cost of the program. As Dr. Alexander
668 previously mentioned that the cost can be hard to determine due to it being reported
669 in odd ways, but the committee can usually get the information from the program's
670 website or the PAEA website.

671
672 Mr. Armenta asked Ms. Khan if the license fee increase requires administrative or
673 legislative approval. Ms. Khan responded that it would require legislative approval.
674 Ms. Khan stated that she was informed that DCA will be looking at all the boards and
675 bureaus that will need a fee increase and they will be submitting a collective request
676 to the Legislature for FY 2025-26.

677
678 Mr. Armenta stated as the Board can see that there is legislative momentum towards
679 diversity and inclusion in policy consideration, it would be wise for the Board to keep
680 data on diversity within the Education/Workforce Development Advisory Committee
681 report. This way if the question ever comes up in a discussion with the Legislature,
682 the Board can show that it had put those policy goals in the Board's studies and that
683 is something the Board is trying to achieve.

684
685 Dr. Alexander stated that he is curious about this information as well and would be
686 happy to add it to the report. Mr. Grant added that he is a member of the PAEA and
687 they can work together to piece that information into the report.

688
689 No public comment.

690
691 **13. Report by the Legislative Committee; Legislative Update**

692
693 Ms. Dhillon reported that there have not been any bills that she has come across
694 that directly impact the Board. However, the tentative legislative calendar does say
695 that February 17, 2023, is the last day for bills to be introduced, giving the Board a
696 little less than two weeks until that deadline. Ms. Dhillon stated that she is
697 anticipating there should be at least a few bills that she should come across before
698 then that will impact the Board. Any bills that have been introduced could possibly be
699 amended in the future that pertain to the Board. As of right now there aren't any bills
700 that impact the Board; however, for the next board meeting, Ms. Dhillon believes that
701 the Board should see some that will impact the Board and an update will be given at
702 the next Board meeting.

703
704 No public comment.

705
706 **14. Agenda Items for Next Meeting**

707
708 None listed.

709
710 No public comment.

711
712 **15. CLOSED SESSION**

713
714
715 Pursuant to Section 11126(c)(3) of the Government Code, the Board will deliberate
716 and take action on disciplinary matters.

717
718 **16. Adjournment**

719 Adjournment will immediately follow the closed session and there will be no other
720 items of business discussed.
721
722 Minutes do not reflect the order in which agenda items were presented at the Board
723 meeting.

DRAFT