



Scott Walker, Governor
Dave Ross, Secretary

HEARING AND SPEECH EXAMINING BOARD
Room 121A, 1400 E. Washington Avenue, Madison
Contact: Brittany Lewin (608) 266-2112
April 13, 2015

The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions of the Board.

AGENDA

1:00 P.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

A. Adoption of Agenda

B. Approval of Minutes from January 12, 2015 (3-7)

C. Administrative Updates

D. APPEARANCE: Deputy Secretary Jay Risch and Assistant Deputy Secretary Eric Esser

E. Legislative and Administrative Rule Matters – Discussion and Consideration (8)

- 1) Draft of HAS 6 & 7, Relating to Licensure and Renewal
- 2) Proposals for HAS 4, Relating to Calibration
- 3) Proposals for HAS 3, Relating to Examinations
- 4) Update on Pending and Possible Rulemaking Projects

F. Items Added After Preparation of Agenda

- 1) Election of Board Officers
- 2) Appointment of Liaisons
- 3) Introductions, Announcements and Recognition
- 4) Presentations of Petition(s) for Summary Suspension
- 5) Presentation of Proposed Stipulation(s), Final Decision(s) and Order(s)
- 6) Presentation of Final Decisions
- 7) Disciplinary Matters
- 8) Executive Director Matters
- 9) Education and Examination Matters
- 10) Credentialing Matters
- 11) Practice Matters
- 12) Legislation/Administrative Rule Matters
- 13) Liaison Report(s)
- 14) Informational Item(s)
- 15) Speaking Engagement(s), Travel or Public Relation Request(s)

G. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.)

H. Deliberation on Administrative Warnings

- 1) 13 HAD 006 – M.M.W. (9)

I. Case Status Report (11)

J. Deliberation of Items Received After Preparation of the Agenda

- 1) Disciplinary Matters
- 2) Education and Examination Matters
- 3) Credentialing Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petition(s) for Summary Suspensions
- 7) Petition(s) for Extension of Time
- 8) Proposed Stipulations, Final Decisions and Orders
- 9) Administrative Warnings
- 10) Proposed Decisions
- 11) Matters Relating to Costs
- 12) Motions
- 13) Petitions for Rehearing
- 14) Case Closings
- 15) Appearances from Requests Received or Renewed
- 16) License Ratification

K. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

ADJOURNMENT

**HEARING AND SPEECH EXAMINING BOARD
MEETING MINUTES
January 12, 2015**

PRESENT: Samuel Gubbels (arrived at 1:25 p.m.), Doreen Jensen, Barbara Johnson, Steven Klapperich, Thomas Krier, Scott Larson, Thomas Sather, Patricia Willis

STAFF: Brittany Lewin, Executive Director; Kimberly Wood, Bureau Assistant; Sharon Henes, Rules Coordinator

CALL TO ORDER

Doreen Jensen, Chair, called the meeting to order at 1:10 p.m. A quorum of seven (7) members was confirmed.

ADOPTION OF AGENDA

MOTION: Steven Klapperich moved, seconded by Patricia Willis, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF OCTOBER 13, 2014

MOTION: Barbara Johnson moved, seconded by Patricia Willis, to approve the minutes of October 13, 2014 as published. Motion carried unanimously.

ELECTION OF BOARD OFFICERS

BOARD CHAIR

NOMINATION: Steven Klapperich nominated Samuel Gubbels for the Office of Board Chair.

Brittany Lewin called for nominations three (3) times.

Samuel Gubbels was elected as Chair by unanimous consent.

VICE CHAIR

NOMINATION: Steven Klapperich nominated Thomas Sather for the Office of Vice Chair.

Brittany Lewin called for nominations three (3) times.

Thomas Sather was elected as Vice Chair by unanimous consent.

SECRETARY

NOMINATION: Steven Klapperich nominated Scott Larson for the Office of Secretary.

Brittany Lewin called for nominations three (3) times.

Scott Larson was elected as Secretary by unanimous consent.

2015 ELECTION RESULTS	
Board Chair	Samuel Gubbels
Vice Chair	Thomas Sather
Secretary	Scott Larson

APPOINTMENT OF LIAISONS AND DELEGATED AUTHORITIES

2015 LIAISON APPOINTMENTS	
Credentialing Liaison(s)	Patricia Willis, Thomas Sather, Steven Klapperich, Doreen Jensen, Scott Larson, Barbara Johnson, Samuel Gubbels
DLSC Monitoring Liaison(s)	Doreen Jensen
DLSC PAP Liaison(s)	Samuel Gubbels
Website Liaison(s)	Thomas Krier, Doreen Jensen, Scott Larson, Thomas Sather
Practice Question Liaison(s)	Steven Klapperich, Patricia Willis, Barbara Johnson
Continuing Education (CE) Liaison(s)	Patricia Willis, Thomas Sather, Thomas Krier, Barbara Johnson
Exam Liaison(s)	Steven Klapperich, Doreen Jensen, Barbara Johnson
Legislative Liaison(s)	Samuel Gubbels

2015 SCREENING PANEL APPOINTMENTS	
February 2015-January 2016	Steven Klapperich, Barbara Johnson, Patricia Willis, Thomas Sather, Scott Larson

MOTION: Doreen Jensen moved, seconded by Thomas Krier, in order to facilitate the completion of assignments between meetings, the Board delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Board, to appoint liaisons to the Department to act in urgent matters, make appointments to vacant liaison, panel and committee positions, and to act when knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

MOTION: Doreen Jensen moved, seconded by Thomas Sather, to delegate authority to the Chair or chief presiding officer, or longest serving member of the Board, by order of succession, to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair, chief presiding officer, or longest serving member of the Board, has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair, chief presiding officer, or longest serving member of the Board delegates the authority to Executive Director or designee to sign the name of any Board member on documents as necessary and appropriate. Motion carried unanimously.

MOTION: Thomas Krier moved, seconded by Steven Klapperich, to adopt the Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor document. Motion carried unanimously.

MOTION: Doreen Jensen moved, seconded by Scott Larson, to delegate authority to the Credentialing Liaison(s) to address all issues related to credentialing matters except potential denial decisions which should be referred to the full Board for final determination. Motion carried unanimously.

CLOSED SESSION

MOTION: Thomas Sather moved, seconded by Steven Klapperich, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and, to confer with legal counsel (s. 19.85(1)(g), Stats.). Doreen Jensen, Chair; read the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Doreen Jensen-yes; Barbara Johnson-yes; Steven Klapperich-yes; Thomas Krier-yes; Scott Larson-yes; Thomas Sather-yes; Patricia Willis-yes. Motion carried unanimously.

The Board convened to closed session at 1:20 p.m.

(Samuel Gubbels arrived at 1:25 p.m.)

RECONVENE TO OPEN SESSION

MOTION: Steven Klapperich moved, seconded by Doreen Jensen, to reconvene to open session. Motion carried unanimously.

The Board reconvened into Open Session at 2:17 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Samuel Gubbels moved, seconded by Scott Larson, to affirm all votes made in closed session. Motion carried unanimously.

Deliberation on Administrative Warnings

13 HAD 002 – S.C.S.

MOTION: Barbara Johnson moved, seconded by Scott Larson, to issue an Administrative Warning in the matter of DLSC case number **13 HAD 002 – S.C.S.** Motion carried unanimously.

13 HAD 008 – C.S.

MOTION: Thomas Sather moved, seconded by Samuel Gubbels, to issue an Administrative Warning in the matter of DLSC case number **13 HAD 008 – C.S.** Motion carried unanimously.

14 HAD 004 – N.S.S.

MOTION: Steven Klapperich moved, seconded by Doreen Jensen, to issue an Administrative Warning in the matter of DLSC case number **14 HAD 004 – N.S.S.** Motion carried.

(Thomas Sather recused himself and left the room for deliberation, and voting in the matter concerning DLSC case number 14 HAD 004 – N.S.S.)

14 HAD 004 – S.S.L.

MOTION: Steven Klapperich moved, seconded by Doreen Jensen, to issue an Administrative Warning in the matter of DLSC case number **14 HAD 004 – S.S.L.** Motion carried.

(Thomas Sather recused himself and left the room for deliberation, and voting in the matter concerning DLSC case number 14 HAD 004 – S.S.L.)

LICENSE RATIFICATION

MOTION: Steven Klapperich moved, seconded by Samuel Gubbels, to grant Doreen Jensen the authority to ratify scores from the January 12, 2015 exams and to grant the licenses. Motion carried unanimously.

ADJOURNMENT

MOTION: Scott Larson moved, seconded by Thomas Krier, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 3:08 p.m.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Sharon Henes Administrative Rules Coordinator		2) Date When Request Submitted: 31 March 2015 Items will be considered late if submitted after 12:00 p.m. on the deadline date: ▪ 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Hearing and Speech Examining Board			
4) Meeting Date: 13 April 2015	5) Attachments: <input type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Legislation and Rule Matters – Discussion and Consideration 1. Draft of HAS 6, 7 relating to licensure and renewal 2. Proposals for HAS 4 relating to calibration 3. Proposals for HAS 3 relating to examinations 4. Update on pending and possible rulemaking projects	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:			
11) Authorization			
<i>Sharon Henes</i>		<i>31 March 2015</i>	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			