

**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.

<b>2015 ELECTION RESULTS</b>	
<b>Board Chair</b>	Samuel Gubbels
<b>Vice Chair</b>	Thomas Sather
<b>Secretary</b>	Scott Larson

**APPOINTMENT OF LIAISONS AND DELEGATED AUTHORITIES**

<b>2015 LIAISON APPOINTMENTS</b>	
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.