

**IOWA BOARD OF HEARING AID DISPENSERS**  
**Lucas State Office Building**  
**5<sup>th</sup> Floor Professional Licensure Board Room 526**

**November 1, 2010**

The meeting was called to order at 10:00 a.m. by Greg Moore, chair.

**MEMBERS PRESENT**

Mary Ricketts, HAD  
Gregory Moore, HAD, Au.D.  
Stanley Haugland, M.D.  
Virginia Rowen

**MEMBERS ABSENT**

Dotty Walters, HAD, Au.D.

**STAFF PRESENT**

Sharon Dozier, board executive  
Barb Huey, bureau chief  
Kris Ensign, AAG  
Tammy Hidlebaugh, clerk specialist

**PUBLIC PRESENT**

None

**REVIEW OF AGENDA**

Revisions: None

**APPROVAL OF MINUTES**

Ricketts moved and Rowen seconded to approve the minutes of August 2, 2010.  
Motion carried.

**REPORTS**

Board Executive: Sharon Dozier provided the Board Member Guidelines that AAG Ensign reviewed at the August 2 conference call meeting. Exam: Ten candidates are scheduled to take the licensure exam today at DMAACC. The pass rate from the August exam was 50%. Licensure statistics and board information were provided to the Iowa Hearing Association for the IHA fall conference in September. Rules update: The Rules Committee met on August 27 with stakeholders to discuss the comments provided on the prenotice rule amendments and the proposed new practice chapter. Following this meeting, the Rules Committee developed some changes to the prenotice rules, and these

are presented today for approval to notice. There is also one addition to the proposed rules for notice. All boards are being asked to approve this amendment, which would strike the sentence on mailing of renewal notices. This requirement has already been removed from Iowa Code Chapter 147. This change will also be consistent with the new software system, which can provide electronic reminders. There was consensus to amend subrule 121.9(1), to remove the requirement that a renewal notice be sent by regular mail at least 60 days prior to the expiration of the license. This amendment will be public noticed.

Bureau Chief: Barb Huey reported that a new software system known as AMANDA is under development for all aspects of administration in the Bureau. The AMANDA system is already being used by some state agencies, including the Boards of Medicine, Dental and Nursing. The licensure boards in the Dept. of Commerce are being developed along with the 19 boards in the Bureau. One of the changes for applicants is that the licensure process will be done entirely online. Huey will continue to provide updates to the boards as this system progresses. Huey also spoke about the staff changes in the Bureau resulting from the State Early Retirement Incentive Program (SERIP). One of the two vacant board executive positions has been filled, and the board executives have all assumed additional boards. The other board executive position remains unfilled, but Huey anticipates it being filled soon. The vacant administrative assistant position for complaints and discipline has been filled through promotion of the clerk specialist within the Bureau who assisted with complaints processing.

AAG: Kris Ensign reported that this is her second year of work with licensure boards. Moore asked her what the board may improve. Ensign stated that she believes public awareness is needed of what the licensure boards do, and for this board to provide outreach to senior citizens centers. There was also discussion of posting additional information on the website.

Chair: No report was given.

## **PUBLIC COMMENT**

None

## **ADMINISTRATIVE RULES**

The proposed changes to the prenotice rules were reviewed. Approval was given for notice of new Chapter 123, and the amendments to Chapters 121, 122 and 124.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

None

## **APPLICATIONS**

The list of licenses issued was reviewed.

### **COMPLAINTS**

Ricketts made a motion to go into closed session in accordance with Iowa Code section 21.5(1)a. and d. Rowen seconded the motion. Roll call vote of the members present:

Mary Ricketts, aye  
Gregory Moore, aye  
Dr. Stanley Haugland, aye  
Virginia Rowen, aye

The board went into closed session at 10:26 a.m.

The board returned to open session at 10:51 a.m. The following actions were taken:

Greg Moore made a motion to close complaint 10-004. Mary Ricketts seconded the motion. The motion carried unanimously.

### **2011 BOARD MEETINGS**

February 7, 2011

May 2, 2011

August 1, 2011

November 7, 2011

### **ADJOURNMENT**

Virginia Rowen moved to adjourn. Mary Ricketts seconded. The meeting adjourned at 10:49 a.m.

The minutes were approved on February 7, 2011.