

BOARD OF RESPIRATORY CARE

July 12, 2021

9:00 am

OPEN SESSION

MEETING MINUTES

WebEx Virtual Meeting

Due to the COVID-19 pandemic, all board meetings are held virtually during the declared public health emergency.

Information on how to access the public portion of the meeting is listed below:

This meeting is available by web:

<https://dcnet.webex.com/dcnet/j.php?MTID=m3df1471a17e447defd76721a8c1c39be>

Meeting number: 172 109 6769

Password: gQ5FJ8wckv2

This meeting is available by phone:

1-202-860-2110 United States Toll (Washington D.C.)

1-650-479-3208 Call-in toll number (US/Canada)

Access code: 172 109 6769

BOARD OF RESPIRATORY CARE

OPEN SESSION MEETING AGENDA

JULY 12, 2021

ATTENDANCE & ROLL CALL

BOARD MEMBER	
Carolyn Williams - Chairperson	PRESENT
Betty Akpan - Board Member	PRESENT
Carla Seals- Board Member	PRESENT
Donae Magett- Board Member	PRESENT
BOARD STAFF:	
Ericka L. Walker, Executive Director	PRESENT
Emilia Moran, Board Investigator	PRESENT
Thelma Ofosu-Mensah, Health Licensing Specialist	PRESENT
Gregory Scurlock, Compliance Officer	ABSENT
LEGAL STAFF:	
Joanne Drozdowski, Assistant General Counsel	PRESENT

BOARD OF RESPIRATORY CARE
OPEN SESSION MEETING AGENDA
JULY 12, 2021

CALL TO ORDER AND ROLL CALL

OS-0712-01	<p><u>Introductions</u></p> <p>A. Board Members</p> <p>B. Board Staff</p> <p><u>Introductions</u></p> <p>The meeting was called to order at <u>9:10am</u> and a quorum was maintained.</p> <p>Board Members</p> <ul style="list-style-type: none"> • Carolyn Williams, Board Chair- Present • Betty Akpan, Board member- Present • Carla Seals, Board member- Present • Donae Magett, Board member- Present <p>Board Staff</p> <ul style="list-style-type: none"> • Ericka Walker, Executive Director- Present • Gregory Scurlock, Compliance Officer- Absent • Emilia Moran, Investigator- Absent • Thelma Ofosu-Mensah, Health Licensing Specialist- Present <p>Legal</p> <ul style="list-style-type: none"> • Joanne Drozdowski, Assistant General Counsel
OS-0712-02	<p><u>Acceptance of Meeting Agenda</u></p> <p>Board Action:</p> <p>Acceptance of the July 12, 2021 Open Session Meeting Agenda.</p> <p>Motion:</p> <p>A motion was made to accept the July 12, 2021 Open Session Meeting agenda by Carla Seals, seconded by Betty Akpan</p> <p>Carolyn Williams, Betty Akpan, Carla Seals and Donae Magett all voted in favor of the motion. The motion passed unanimously.</p>

MINUTES AND STAFF REPORTS		
OS-0712-03	<p><u>Executive Directors Report</u></p> <p>Ms. Ericka gave an update on the following:</p> <ul style="list-style-type: none"> On April 13, 2021 DC Health, Health Regulation and Licensing Administration launched a new online licensing system for any healthcare provider who is interested in applying for a new health professional license, or to renewal, reinstate, or reactivate an existing license The Board has a new Board Attorney Joanne Drozdoski Ms. Thelma Ofosu-Mensah is the interim Health Licensing Specialist for the Board due to Ms. Ashley Balm's recent departure. Ms. Walker is working with Human Resources to back fill Ms. Balm's position, and the Board should have a new Health Licensing Specialist by the next meeting. On July 12, DC Health staff returned to work, working in a new in-office work schedule. Public Health Emergency is expected to end on July 25, 2021. If the Public Health Emergency is lifted, health care providers working under the purview of the Waiver Requirements, will have a 60 day grace period after July 25, 2021 to obtain a license to practice in the District of Columbia. 	
OS-0712-04	<p><u>Board Attorney's Report</u></p> <p>Ms. Joanne Drozdoski, introduced herself to the Board as the new Attorney. She gave a brief background about her educational and professional background and working as an Attorney for DC Health, specifically with the Board of Nursing.</p>	
OS-0712-05	<p><u>Board Chair's Report</u></p> <p>Ms. Williams gave an update on the following:</p> <ul style="list-style-type: none"> Welcomed Ms. Joanne Drozdoski to the Board. Welcomed Ms. Thelma Ofosu-Mensah to the Board. Informed the Board that the Annual Association of Respiratory Care (AARC) meeting will be held in Phoenix, Arizona November 6-9, 2021. An application was submitted to AARC to host an International Fellow. The application is pending approval. Board members were encouraged to assist with the fellow, as the fellow will visit 	

	<p>hospitals and centers associated with the practice of respiratory care.</p> <ul style="list-style-type: none"> The AARC had a live virtual conference and awarded 22 continuing education hours. 	
OS-0712-06	<p><u>Open Session Meeting Minutes:</u></p> <p>Board Action: Consideration of the Open Session minutes from the May 10, 2021 meeting.</p> <p>Motion: A motion was made to accept the May 10, 2021 Open Session Meeting Minutes with the noted corrections by Betty Akpan, seconded by Carla Seals.</p> <p>Carolyn Williams, Betty Akpan, Carla Seals and Donae Mageatt all voted in favor of the motion. The motion passed unanimously.</p>	
DISCUSSION ITEMS		
OS-0712-07	<p><u>Delegation of Authority and CBC Chart</u></p> <p>Board Action: To review the draft Delegation of Authority and CBC Chart.</p> <p>Background: The Board Delegation of Authority and CBC Chart has been placed into a final document for review and final decision making.</p> <p>Motion: A motion was made to accept the Delegation of Authority and CBC Chart as presented with the noted adjustment by Betty Akpan, seconded by Carla Seals.</p> <p>Carolyn Williams, Betty Akpan, Carla Seals and Donae Mageatt all voted in favor of the motion. The motion passed unanimously.</p>	
CLOSING		
OS-0712-08	<u>MOTION TO COSE</u>	

	<p>Board Action: To go into closed session to discuss confidential matters as permitted in DC Official Code § 2-575(b).</p> <p>Background: Upon conclusion of the open session meeting and pursuant to the DC Official Code 2-575(b) and for the purposes set forth therein, the Board will move into the closed executive session portion of the meeting to consult with the Board attorney, discuss disciplinary matters and hear reports concerning violations of the law or regulations.</p> <p>Motion: A motion was made to close the open session meeting by Betty Akpan, seconded by Donae Magett.</p> <p>Carolyn Williams, Betty Akpan, Carla Seals and Donae Magett all voted in favor of the motion. The motion passed unanimously.</p>	
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This ends the Board of Respiratory Care Open Session Meeting. The next meeting is scheduled for [November 8, 2021](#)