Hearing Instrument Fitters and Dispensers Advisory Board

Meeting of Tuesday, September 24, 2019

North Campus, 1st Floor Public Meeting Room

1106 Clayton Lane, Austin, Texas

**Summary of Minutes**

Presiding Officer Ben Norris called the meeting to order at 10:00 a.m.

Presiding Officer Ben Norris moved to agenda item B., Roll Call, Certification of Quorum, and Introductions. Board Members Ben Norris, Richard Davila, Gary Haun, Amy Trost, and Lance Brooks were present. Board members TJ McDow, Jackie Cooper, Detra Stewart, and Dr. James Fowler were absent. A quorum was present.

Presiding Officer Ben Norris moved to agenda item C., Training for Advisory Board Members. Wendy Pellow, Assistant General Counsel, provided an overview of the Open Meetings Act, Public Information Act, and Administrative Procedure Act.

Presiding Officer Ben Norris moved to agenda item D., Approval of the Minutes – February 7, 2019. Board member Amy Trost, seconded by Gary Haun*,* made a motion to accept the minutes as presented. Motion passed by a unanimous vote.

Presiding Officer Ben Norris moved to agenda item E., Public Comment. The were no public comments.

Presiding Officer Ben Norris moved to agenda item F., Staff Reports. Leonard Rivas, Licensing Manager, and Vicki Watson, License and Permit Specialist, provided the Licensing Division staff report. Tuan Nguyen, Customer Service Supervisor, provided the Customer Service Department staff report. Karen Cox, Prosecutor, provided the Enforcement Division staff report. Frances Pringle, Program Specialist, provided the Education and Examination Division staff report. Katie Brice, Senior Program Specialist, provided the Regulatory Program Management Division staff report. Mary Winston, Attorney, provided the Executive Office report.

Presiding Officer Ben Norris moved to agenda item G., Discussion and possible recommendations regarding proposed amendments to existing rule at 16 Texas Administrative Code (TAC), Chapter 112, Subchapter C, §112.25, related to the Hearing Instrument Fitters and Dispensers program. The proposed rule updates the requirements regarding examination proctors. This agenda item includes discussion of the public comments received on the proposed rules. Wendy Pellow, Assistant General Counsel, spoke on this item. Board member Richard Davila, seconded by Amy Trost, made a motion to forward the proposed rules to the Commission for consideration.

Presiding Officer Ben Norris moved to agenda item H., Recommendations for agenda items for next meeting. Proposed rules will be added to the next agenda.

Presiding Officer Ben Norris moved to agenda item I., Discussion of date, time, and location of next Board meeting. The next Board meeting is scheduled for Wednesday, January 22, 2019 at 10:00 a.m.

Presiding Officer Ben Norris moved to agenda item K., Adjournment. Presiding Officer Ben Norris adjourned the meeting at 11:05 a.m.

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Lance Brooks, Presiding Officer

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