



MEMORANDUM

DATE	May 11, 2023
TO	Board Members
FROM	Erika Calderon Executive Director
SUBJECT	Agenda Item #8 – Executive Director’s Report

This report provides the Board Members with information on the following topics:

- A. Administrative Services, including personnel, and technology update
- B. Update- The Federation of State Medical Boards (FSMB)
- C. Update on The Controlled Substances Utilization Review and Evaluation System (CURES)

A. Administrative Services

Office Operations and an update on the California Board of Naturopathic Medicine:

On April 1st the California Board of Naturopathic Medicine vacated our shared office space and moved to 1747 North Market Blvd in Sacramento CA. The Naturopathic Medicine Committee was formed on October 23, 2009, under the Osteopathic Medical Board of California (Board), however the programs remained autonomous from one another. On January 1, 2023, the Committee became the California Board of Naturopathic Medicine and was removed from OMBC and placed as the newest Board under the Department of Consumer Affairs. Due to recent growth in both Boards a mutual decision was made to look at bigger office space options. Both Boards explored the idea to move out together or have either one of us vacate the shared office space. After exploring all options, between the Boards, our budgets office, and our facilities department, ultimately a collaborative decision was made that Naturopathic find another location to move into and the OMBC stay at our 1300 National Drive office. The Board wishes the Executive Director of the California Board of Naturopathic Medicine, Ms. Rebecca Mitchell, and her staff the utmost success in their Board’s future endeavors.

Personnel:

The Board has undergone an office organizational restructure this quarter with the help of the Department of Consumer Affairs office of human resources. We now have three

established units. In addition to our licensing services unit and our enforcement unit, we now have an administrative services unit. The Board is thrilled to announce one internal promotion and three hires this quarter.

The Board still has only 13.9 authorized positions, however with the reclassifying of a single position which was our part time medical consultant position, we were able to get the three units established. The Board has backfilled behind Mr. Corey Sparks who previously held the lead role over the enforcement unit. In addition, the Board filled its previously allocated half time staff services analyst position to a full-time management services technician and hired two individuals on a limited term basis, a staff services manager I, who will act as the Board's licensing program manager and a retired annuitant who will be assisting the Board with revising its disciplinary guidelines.

Please refer to attachment 8(a)-OMBC Past and Current organization chart.

- Staff Services Manager I (Administrative Services Program) - Mrs. Terri Thorfinnson has been redirected to serve as the Board's administrative services program manager. Mrs. Thorfinnson as you know has been instrumental in the past in managing all office staff. She will now focus primarily on managing a smaller unit and assisting the Board with the tracking of legislation and drafting Board regulation packets. Please join me in welcoming Mrs. Terri Thorfinnson into her new role.
- Staff Services Manager I - Limited Term (Licensing Program Manager) –The Board is happy to announce the promotion of our very own Ms. Machiko Chong as our new limited term Licensing Program Manager. Ms. Chong joined the OMBC family back in July of 2010 as a staff services analyst as the Board's only licensing coordinator and in 2012 Ms. Chong promoted to the Board's executive analyst role. She has served the Board for nearly 13 years and has proven herself to be a huge asset and just a wealth of knowledge with the application services program. Please join me in welcoming Ms. Chong into her new role.

Ms. Chong's prior executive analyst position will remain vacant for a while and will later be reclassified to a staff services manager I, which will serve as the Board's Enforcement Program Manager. Unfortunately, the Board doesn't have enough funding currently to fill this position. In order to fund Ms. Chong's current position, her prior position must remain vacant until the Board can either get permanent funding authority through the budget change proposal process or increase our Board's revenue.

The operations of the enforcement program will currently be managed by the executive director with the assistance of the Board's enforcement lead analyst.

- Associate Governmental Program Analyst (Enforcement Lead/Probation Monitor) - The Board is happy to announce the recruitment of Ms. Andrea Geremia who joined the Board on March 20, 2023. Ms. Geremia will serve the Board as lead enforcement analyst and as the Board's probation monitor. Ms. Geremia previously held a position with the Medical Board of California for nearly three years in their discipline coordination unit processing accusations and disciplinary orders as well as serving the Board as lead panel analyst. Please join me in welcoming Ms. Geremia to the OMBC family.
- Management Services Technician (MST) (Enforcement and Licensing Analyst) - The Board has officially merged its half time medical consultant position with the Board's other

half time staff services analyst position to hire a full-time management services technician. This position was advertised in mid-February, interviews were conducted, and the Board has officially filled this position as well. The Board is happy to announce the recruitment of Mrs. Mia Quinn who joined the Board on April 26, 2023. Mrs. Quinn also comes from the Medical Board of California's discipline coordinate unit, where she provided support services to 9 analysts, initiated all out of state cases, scanned and uploaded all disciplinary orders for public disclosure and maintained the entire enforcement file room. Mrs. Quinn will be providing support services to both the licensing and enforcement units. In addition, the Board will be bringing back its cashiering functions in house and Mrs. Quinn will also serve as the Board's cashier. Please join me in welcoming Mrs. Quinn to the OMBC family.

- Staff Services Manager I Specialist (RA) - The Board is happy to announce the recruitment of Mrs. Rebecca (Becky) Marco. Mrs. Marco began her employment with the Physical Therapy Board of California (PTBC) in 1981 as an office technician and retired from the PTBC as their Executive Officer on December 23, 2012. She served the Board in every capacity in between with an emphasis on the rulemaking process. She has a wealth of knowledge, skills, experience, and abilities to assist this Board with revising our disciplinary guidelines. Please join me in welcoming Mrs. Marco to the OMBC family.
- Legal Counsel-Lastly, at the January 2023 Board meeting it was announced that the Board was being reassigned its legal counsel and Mr. Michael Kanotz would start to transition out. The Board was introduced to Mr. John Kinn, however shortly after the Board meeting the Board was informed that we would be reassigned again. I am happy to introduce Ms. Kayla Watson as our newest legal counsel. Ms. Watson has already assisted staff with several matters and has been extremely helpful to everyone. Please join me in welcoming Ms. Kayla Watson to the OMBC family.

Technology/Outreach Update:

BreEZe Updates: The Board has been very active this quarter in working with our BreEZe team to make process improvements for both licensing and enforcement. Both licensing staff and enforcement staff are meeting with the team daily to check in and discuss progress on their individualized projects for each unit. We will hear about some of these projects in each program update later today. However, it is worth mentioning now that I am happy to announce that one of the requests that I personally received from our Board president Dr. Buhari is now in production and that is the automation of our wall certificate to include the digital signatures of both our president and our Board secretary.

Social Media Accounts: At the last Board meeting the Board announced the development of both its Facebook and Twitter accounts. There was some feedback that was received in terms of the cover photo being used and the Board is happy to announce that the cover has been updated to an image of the state capital. The Board has been very active in posting informational material for both our consumers and licensees through these accounts and has received great feedback.

Redesigning of the Board's Website: The Board has completed phase one of this project. Which was to identify all current content that will not transfer over to our new template, in addition the Board updated its "contact us" tab to make it easier for consumers to reach the right individual to aid their inquiries. The Board will continue to work with the redesign team to speed up the process of this project.

B. Update on The Federation of State Medical Boards (FSMB)

The Board attended the Administrators in Medicine and Federation of State Medical Boards (FSMB) 111th Annual Meeting from May 3-6, 2023, which was hosted in Minneapolis, MN. The FSMB is a national, non-profit organization that represents the 70-state medical and osteopathic boards of the United States and its territories. Their mission is to serve as the voice for state medical boards, supporting them through education, assessment, research, and advocacy while providing services and initiatives that promote patient safety, quality healthcare and regulatory best practices. The FSMB is a recognized authority throughout the United States and internationally on issues related to medical licensure and discipline.

The Board had the pleasure of attending the Keynote Presentation provided by Professor Malcolm Sparrow from Harvard University. Dr. Sparrow examined the puzzles of performance measurement for organizations that provide public protection and hold disciplinary powers, such as state medical boards. He described four distinct types of work that all co-exist within such organizations, and how each type of work produces its own distinct set of metrics.

I also had the pleasure of attending the Executive Directors Forum where I was able to engage with several colleagues in similar positions from across the country and discuss topics and issues relevant to each of our states.

Lastly, the Board attended the American Association of Osteopathic Examiners (AAOE) annual business meeting and had the pleasure of meeting FSMB president Dr. Hank Chaudhry who just spoke to us and Ms. Raine Richards, JD, Vice President of AAOE.

C. Update on The Controlled Substances Utilization Review and Evaluation System (CURES)

Just a reminder that the Controlled Substance Utilization Review and Evaluation System (CURES) fee decreased from \$11 to \$9 annually for licenses expiring on and after July 1, 2023. The fee is assessed at the time of license renewal on licensees that prescribe, order, administer, or furnish Schedule II, Schedule III, Schedule IV, or Schedule V controlled substances.

The fee covers the reasonable regulatory costs of the Department of Justice for operating and maintaining CURES, which is a critical element in the state's effort to address the growing danger of opioid addiction stemming from prescription drug abuse.