

**TENNESSEE COUNCIL FOR LICENSING HEARING INSTRUMENT  
SPECIALISTS**

**DATE:** June 11, 2009  
**TIME:** 9:00 A.M., CST  
**LOCATION:** Poplar Room, Ground Floor  
227 French Landing  
Heritage Place – Metro Center  
Nashville, TN 37247

**BOARD MEMBERS**

**PRESENT:** Craig Haltom, Chairman  
Jackie Miller, Secretary  
James Alderman, Citizen Member  
Frederick Rayne, M.D.  
David Levy, Ph.D.

**STAFF**

**PRESENT:** Stacy Tarr, Board Administrator  
Lucy Bond, Advisory Attorney  
Elizabeth Miller, Director  
Barbara Maxwell, Administrative Director

Mr. Craig Haltom, Chair, called the meeting to order at 9:04 a.m. A quorum was present.

Mr. Haltom welcomed the Board's new advisory attorney Ms. Lucille Bond.

**Minutes**

Dr. Levy made a motion, seconded by Mr. Miller, to approve the minutes as corrected.  
The motion carried.

**Conflict of Interest**

Ms. Bond reviewed the conflict of interest asking all Board members to disclose any potential conflicts to determine if that member should recuse himself during the proceedings and leave the meeting room.

**OGC Report**

Ms. Bond stated there are no open discipline cases or proposed rules in OGC for the council.

Dr. Levy suggested that Mr. Miller, whose term on the council is expiring, be appointed as council consultant. Dr. Levy also suggested that Mr. Miller review the cases from 2006 that were dismissed.

Dr. Rayne made a motion, seconded by Dr. Levy, to appoint Mr. Miller as council consultant. The motion carried.

### **Investigative Report**

There are twelve (12) open cases in Investigations and ten (10) of the cases are ready for review. Ms. Stone stated that five (5) cases were closed in January: one (1) with no action, two (2) sent to OGC and two (2) sent letters of warning.

There are currently three (3) practitioners being monitored.

### **Financial Report**

The financial report from fiscal year ending June 30, 2008 shows a negative balance of \$35,560.13.

### **Administrative Report**

There are one-hundred nineteen (119) licensed hearing instrument specialists, ten (10) apprentices and four (4) applications in process.

As of July 2008 there were thirteen (13) practitioners audited for compliance with continuing education requirements. Twelve (12) practitioners were compliant and one (1) was non-compliant.

### **Discuss/Consider Fee Increase**

Dr. Levy made a motion, seconded by Dr. Rayne, to increase the renewal fee to \$850. The motion carried.

Dr. Levy withdrew his motion.

Dr. Rayne made a motion, seconded by Mr. Miller, to increase the application fee, renewal fee and the apprentice fee twenty percent (20%). The motion carried.

### **Discuss/Consider Updating the Written and Practicum Examinations**

Ms. Tarr stated that forty-one (41) states utilize the NIHIS written examination, which they are updating. Ms. Tarr said a few states give their own written and practical examination.

### **Continuing Education Course Approval Requests**

Dr. Haltom said it appears the courses have been approved by the IHS which the council requires.

Ms. Tarr said they have applied for IHS approval.

Dr. Haltom said if they are approved by IHS then they meet council approval.

### **Agreed Citation**

Dr. Rayne made a motion, seconded by Ms. Miller, to approve the agreed citation for **Mark Kelly, HIS**, who failed to obtain the required continuing education for 2008. The motion carried.

### **Ratify March 5, 2009 Exam Scores**

Mr. Miller made a motion, seconded by Dr. Rayne, to approve the exam scores for **Lisa Cliff, apprentice** and **Heather Peek, apprentice**. The motion carried.

### **Review/Approve Licensure Files**

The council reviewed the application of **Bradley McMillin** who obtained his two years of college level course work from Belford University. The council determined that Belford University is not accredited and were unable to determine if Mr. McMillin attended Belford for two years.

Dr. Rayne made a motion, seconded by Dr. Levy, to deny Mr. McMillin's application for licensure, because Belford University is not accredited and it could not whether a two year course is offered. The motion carried.

### **Correspondence**

**Cassie M. Coward**, HIS applicant, submitted a letter to the Board asking why her educational qualifications did not meet the requirements for licensure pursuant to T.C.A. §1370-2-.07. Dr. Levy suggested that Ms. Tarr send Ms. Coward a letter regarding the accreditation and two year course requirements.

### **Other Board Business**

The council thanked Mr. Miller and Mr. Alderman for their dedication and work as council members.

Dr. Levy made a motion, seconded by Dr. Rayne, to add Mr. Miller to the consultant list. The motion carried.

With no other council business to conduct, Dr. Levy made a motion, seconded by Mr. Miller, to adjourn at 11:15 a.m. to conduct exams. The motion carried.

**Ratified by the Council for Hearing Instrument Specialists at the April 1, 2010 board meeting.**