



## **CAMTC Schools Advisory Committee**

June 7, 2017

6225 West Century Blvd.  
Los Angeles, CA 90045  
Meeting Room: Newport

### **OPEN SESSION MINUTES**

Committee Members Present: *Allison Budlong, Jeff Forman, Keith Eric Grant, Selena Lee, Katie Mickey, Jan Noble, Debra Reuss*

Committee Members Absent: *None.*

Staff: *Joe Bob Smith, Director of Educational Standards Division, Beverly May, Director of Government Affairs*

Special Counsel: *Alison Siegel*

Guests: *Laura Embleton, Darlene Clark, Bernadette Murray, unnamed others*

#### **1. Call to Order**

Chairman Forman called the meeting to order at 12:50pm and established a quorum.

Chairman Forman welcomed the members of the Schools Advisory Committee and guests and reviewed the Rules of Debate.

#### **2. Approval of Minutes**

##### **MOTION 06072017:1**

Budlong/Reuss – Move to approve minutes of March meeting – Debra asked to correct her name spelling in minutes.

The motion passed unanimously.

Allison Budlong yes  
Keith Eric Grant yes  
Selena Lee yes  
Katie Mickey yes

Jan Noble yes  
Debra Reuss yes  
Jeff Forman yes

### **3. ESD Director Report**

ESD Director Joe Bob Smith reported that there are currently 85 schools with approved programs and two new applicants since March meeting. Numerous other schools are close to approval.

ESD Database and online applications: Joe Bob reported that school re-approval will be online and most information will be pre-populated, so if all information is kept updated, the process should be relatively simple.

Jan asked whether CAMTC could sort school list by regions. Beverly agreed to implement on the web as two school lists, one alphabetical, one sorted by county.

#### **MOTION 06072017:2**

Budlong/Lee - Move to request that the Board direct staff to ask developer to get online re-approval school process completed by September 1, 2017.

The motion passed unanimously.

Allison Budlong yes  
Keith Eric Grant yes  
Selena Lee yes  
Katie Mickey yes  
Jan Noble yes  
Debra Reuss yes  
Jeff Forman yes

### **4. Updates and Communications with Schools**

Allison reported that schools are not receiving any communications other than regarding the approval process.

### **5. Possible amendments to Policies and Procedures for Approval of Schools**

The committee proceeded to discuss the policies and procedures page by page.

#### **MOTION 06072017:3**

Grant/Forman - Move to recommend to the Board that Policies and Procedures on approval of school section 1. B. a. Change "from as a college or university" to "at a college or university".

The motion passed unanimously.

Allison Budlong yes  
Keith Eric Grant yes  
Selena Lee yes  
Katie Mickey yes  
Jan Noble yes  
Debra Reuss yes  
Jeff Forman yes

**MOTION 06072017:4**

Grant/ Budlong- Move to recommend to the Board that Policies and Procedures on approval of school section 2.D change to “Within 180 days”.

The motion passed unanimously.

Allison Budlong yes  
Keith Eric Grant yes  
Selena Lee yes  
Katie Mickey yes  
Jan Noble yes  
Debra Reuss yes  
Jeff Forman yes

**MOTION 06072017:5**

Grant/Forman - Move to recommend to the Board that Policies and Procedures on approval of school section be amended to require that a letter be sent to schools stating when an application is deemed complete, and a follow-up letter be sent if new information deems it is no longer complete.

The motion passed unanimously.

Allison Budlong yes  
Keith Eric Grant yes  
Selena Lee yes  
Katie Mickey yes  
Jan Noble yes  
Debra Reuss yes  
Jeff Forman yes

**MOTION 06072017:6**

Grant/Lee- Move to recommend to the Board that Policies and Procedures on approval of school section 1. D. e. – be amended from “pursuant to this chapter” to “pursuant to the Massage Therapy Act”

The motion passed unanimously.

Allison Budlong yes  
Keith Eric Grant yes  
Selena Lee yes  
Katie Mickey yes  
Jan Noble yes  
Debra Reuss yes  
Jeff Forman yes

**MOTION 06072017:7**

Budlong/Lee - Move to recommend to the Board that Policies and Procedures on approval of school item 5. C be removed in light of new FSMTB policies.

The motion passed, 6-0 with 1 abstention.

Allison Budlong yes  
Keith Eric Grant yes  
Selena Lee yes  
Katie Mickey yes  
Jan Noble yes  
Debra Reuss yes  
Jeff Forman abstained

**MOTION 06072017:8**

Grant/Noble- Move to recommend to the Board that Policies and Procedures on approval of school section 5 I be amended to “for calendar year 2018.”

The motion passed, 6-0 with 1 abstention.

Allison Budlong abstained  
Keith Eric Grant yes  
Selena Lee yes  
Katie Mickey yes  
Jan Noble yes  
Debra Reuss yes  
Jeff Forman yes

**MOTION 06072017:9**

Lee/Reuss - Move to recommend to the Board that the Policies and Procedures on Approval of Schools be amended to allow students with education from a school that is pending to opt for and pass an education hearing [Page 23 7(c)(1)].

The motion failed.

Allison Budlong No  
Keith Eric Grant No

Selena Lee Y  
Katie Mickey Abs  
Jan Noble No  
Debra Reuss Yes  
Jeff Forman No

**6. Public comment regarding items not on agenda/items for future agendas**

A school owner suggested that CAMTC hold informal meetings with schools similar to what BPPE does.

**7. Items/suggestions from committee members regarding future agenda items.**

Katie would like to discuss the MBLEx – inadequacies and preparing students. Allison would like to see discussion of 4 year re-approval cycle. Selena would like to discuss tiered costs for substantive and non-substantive changes.

**MOTION 06072017:10**

Grant/ Budlong - Move to recommend to the Board that the Policies and Procedures on Approval of Schools be amended to address additional fee structures, for example annual installment payments, and itemizing changes and setting additional fees based on usage.

The motion passed unanimously.

Allison Budlong yes  
Keith Eric Grant yes  
Selena Lee yes  
Katie Mickey yes  
Jan Noble yes  
Debra Reuss yes  
Jeff Forman yes

**The Chair adjourned the meeting at 5:06 p.m.**

Minutes Approved: September 5, 2017

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Allison Budlong, Secretary