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**DEPARTMENT OF HEALTH
MEDICAL QUALITY ASSURANCE
BOARD OF CLINICAL LABORATORY PERSONNEL**

**MINUTES
GENERAL BUSINESS MEETING
By Telephone Conference**

**4042 Bald Cypress Way
Tallahassee, FL**

March 1, 2013

14 Agenda items are subject to being taken up at anytime during the meeting. Participants in this
15 public meeting should be aware that these proceedings are being recorded and that an audio file
16 of the meeting will be posted to the board's website.

17
18 **CALL TO ORDER:**

19 Ms. Van Der Heyden, Chair, called the meeting to order at 9:00 a.m. Those present for all or part
20 of the meeting included the following:

21
22 **MEMBERS PRESENT:**

23 Brenda Van Der Heyden, Chair
24 Judy Norcia, Vice-Chair
25 Michele Morgan, Ph.D.
26 Nilia Madan, Ed.D.

27
28 **STAFF PRESENT:**

29 Bill Miller, Board Executive Director
30 Sharon Guilford, Program Operations Administrator
31 Jose Montalvan, Regulatory Consultant/Supervisor

32
33 **BOARD COUNSEL:**

34 Deborah Loucks, Assistant Attorney General
35 Office of Attorney General

36
37 **INTRODUCTION OF NEW EXECUTIVE DIRECTOR: Mr. Bill Miller**

38 Mr. Miller provided a brief overview of his credentials.

39
40 The following motion was taken:

41
42 **Ms. Norcia moved to approve Mr. Bill Miller, as the Board Executive Director. The motion**
43 **was seconded and carried 4/0.**

44
45 **APPROVAL OF MINUTES:**

46
47 **January 15, 2013 – Telephone Conference Call**

48
49 **Dr. Madan moved to approve the above minutes. This motion was seconded and carried 4/0.**

50
51 **December 7, 2012 – Full Board Meeting**

1
2 **Ms. Norcia moved to approve the above minutes with the noted corrections. This motion was seconded**
3 **and carried 4/0.**

4
5 **APPLICANTS PRESENTED FOR BOARD REVIEW:**

6
7 **Peter Frederick Grom – Technologist**

8
9 Mr. Grom was present but was not represented by counsel.

10
11 Ms. Van Der Heyden provided an overview of Mr. Grom’s application. Mr. Grom had submitted
12 a Technologist application in Hematology. He submitted certification as a QCYM (ASCP) which
13 is not an examination approved by rule. Also submitted was a verification of employment from
14 Dartmouth Hitchcock Medical Center and St. Jude Children’s Research Hospital. The
15 requirements for appropriate experience are stated in Rule 64B3-5.003, F.A.C.

16
17 Discussion ensued.

18
19 The board was concerned with the experience in the area of hematology and whether he had
20 completed a board approved examination.

21
22 **Dr. Madan moved to conditionally approve Mr. Grom’s application for licensure as a**
23 **Technologist in Hematology upon completing a hematology certification program and an**
24 **approved certification examination by December 31, 2013. The program shall be reviewed**
25 **by the board. The motion was seconded and carried 4/0.**

26
27 **Carly Kubasek – Technologist**

28
29 Ms. Kubasek was present but was not represented by counsel.

30
31 Ms. Van Der Heyden provided an overview of Ms. Kubasek’s application. Ms. Kubasek had
32 submitted a Technologist application in Molecular Pathology. She submitted a verification of
33 employment from Tampa General Hospital performing Molecular Pathology from 11/2007-
34 present. The requirements for appropriate experience are stated in Rule 64B3-5.003, F.A.C.

35
36 Discussion ensued.

37
38 **Ms. Norcia moved to approve Ms. Kubasek’s application for licensure as a Technologist in**
39 **Molecular Pathology. The motion was seconded and carried 4/0.**

40
41 **Jay Manzi – Technologist**

42
43 Mr. Manzi was present but was not represented by counsel.

44
45 Ms. Van Der Heyden provided an overview of Mr. Manzi’s application. Mr. Manzi had submitted
46 a Technologist application in Cytogenetics. He answered “Yes” to question 11 and has provided a
47 self-explanation as well as court documents. The requirements for appropriate experience are
48 stated in Rule 64B3-5.003, F.A.C.

49
50 Discussion ensued.

1 **Ms. Norcia moved to approve Mr. Manzi's application for licensure as a Technologist in**
2 **Cytogenetics. The motion was seconded and carried 4/0.**

3
4 **Pamela Billie Hall – Supervisor**

5
6 Ms. Hall was present but was not represented by counsel.

7
8 Ms. Van Der Heyden provided an overview of Ms. Hall's application. Ms. Hall had submitted a
9 Supervisor application in Microbiology, Serology, Clinical Chemistry, Hematology,
10 Immunohematology, and Molecular Pathology. It appears that she may not meet the education
11 requirements with 24 hours of academic science. The requirements for appropriate experience are
12 stated in Rule 64B3-5.002, F.A.C.

13
14 Discussion ensued.

15
16 It appears that Ms. Hall's application was incomplete for failure to provide the board staff all
17 education transcripts.

18
19 **Nico V. Doss – Supervisor**

20
21 Mr. Doss was present but was not represented by counsel.

22
23 Ms. Van Der Heyden provided an overview of Mr. Doss's application. Mr. Doss had submitted a
24 Supervisor application in Serology, Clinical Chemistry, Hematology, and Immunohematology. It
25 appears that he may not meet the education requirements with 24 hours of academic science. The
26 requirements for appropriate educational experience are stated in Rule 64B3-5.002, F.A.C.

27
28 It appears that Mr. Doss does not qualify for the supervisor's license but appears to qualify at the
29 technologist level.

30
31 Discussion ensued.

32
33 Mr. Doss withdrew his application as a supervisor's license.

34
35 **Ms. Norcia moved to accept the withdrawal of Mr. Doss' application as requested. The**
36 **motion was seconded and carried 4/0.**

37
38 Ms. Van Der Heyden stated that Mr. Doss may submit an application for a Technologist level in
39 all areas.

40
41 **Rosa Solis - Technologist**

42
43 Ms. Solis was present but was not represented by counsel.

44
45 Ms. Van Der Heyden provided an overview of Ms. Solis' application. Ms. Solis had submitted a
46 Technologist application in Generalist. The experience submitted was undetermined by staff and
47 committee. The requirements for appropriate experience are stated in Rule 64B3-5.003, F.A.C.

48
49 The training received appears to be from an unlicensed training program and had been practicing
50 without a license.

1 Discussion ensued.

2
3 **Dr. Madan moved to deny Ms. Solis' application for licensure as a Technologist in**
4 **Generalist for failure to provide appropriate experience in Rule 64B3-5.003, F.A.C. The**
5 **motion was seconded.**

6
7 Ms. Solis requested to withdraw her application.

8
9 **Dr. Madan withdrew her motion. Ms. Norcia withdrew her second.**

10
11 **Ms. Norcia moved to accept the withdrawal of Ms. Solis' application. The motion was**
12 **seconded and carried 4/0.**

13
14 The board requested staff to file a complaint on the Florida Family Laboratory facility as an
15 unlicensed training program.

16
17 **RATIFICATION OF LICENSURE:**

18
19 (refer to Attachment A)

20
21 **Clinical Laboratory Personnel**

22
23 **Dr. Madan moved to approve the ratification lists as presented. The motion was seconded**
24 **and carried 4/0.**

25
26 (refer to Attachment B)

27
28 **Trainees**

29
30 **Dr. Morgan moved to approve the ratification lists as presented. The motion was seconded**
31 **and carried 4/0.**

32
33 **CHAIR/VICE-CHAIR REPORT:**

34
35 **Future Agenda Items**

- 36
37
 - ASCP International examination

38
39 **Committee Assignments**

40
41 Legislative – Ms. Van Der Heyden

42
43 **EXECUTIVE DIRECTOR'S REPORT:**

44
45 No report.

46
47 **BOARD COUNSEL'S REPORT:**

48
49 **Rules Status – January 2013**

50
51 Ms. Loucks provided a brief status report.

1
2 Ms. Loucks stated that Rules 64B3-2.003 and 5.003, F.A.C. were adopted on February 7, 2013.

3
4 Ms. Loucks requested if the board wanted to add “board approved or NAACLS approved” under
5 Rule 64B3-5.003(3)(a) Option 3.

6
7 The board requested staff to review the applications that reflect an associates degree.

8
9 **COMMITTEE REPORTS:**

10
11 **Budget – Michele Morgan, DBA**

- 12
13
 - **Revenue Report**
 - **Expenditures by Function Ending September 30, 2012**
 - **Cash Balance Report Ending September 30, 2012**
 - **Total expenditures (Direct and Allocated) by Board Ending September 30, 2012**
 - **Allocations to Boards by Source Organization and Category Ending September 30, 2012**

19
20
 - **Revenue Report**
 - **Expenditures by Function Ending December 31, 2012**
 - **Cash Balance Report Ending December 31, 2012**
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 - **Allocations to Boards by Source Organization and Category Ending December 31, 2012**

26
27 Informational only.

28
29 **Continuing Education – Judy Norcia**

30
31 **Providers and Courses Approved by CE Committee**

32
33 **Dr. Madan moved to approve the ratification lists as presented. The motion was seconded**
34 **and carried 4/0.**

35
36 **Credentials – Brenda Van Der Heyden**

37
38 No report.

39
40 **Disciplinary Compliance – Judy Norcia**

41
42 No Report.

43
44 **Examination – Vacant**

45
46 No report.

47
48 **Probable Cause – Michele Morgan, DBA**

49
50 **Stats**

1
2 Information only.

3
4 **Rules – Judy Norcia/Brenda Van Der Heyden**

5
6 **Approval of Training Program Application and Rule 64B3-3.001,**
7 **F.A.C. – General Requirements of Clinical Laboratory Personnel Training**
8 **Programs**

9
10 **Dr. Madan moved to approve the Training Program Application and Rule 64B3-3.001,**
11 **F.A.C. The motion was seconded and carried 4/0.**

12
13 **Dr. Madan moved that the proposed rule would not have any adverse impacts on small**
14 **businesses and would not be likely to directly or indirectly increase regulatory costs to any**
15 **entity (including government) in excess of \$200,000 in the aggregate in Florida within 1 year**
16 **after the implementation of the rule. The motion was seconded and carried 4/0.**

17
18 **Training Programs – Nilia Madan, Ed.D.**

19
20 No report.

21
22 **Unlicensed Activity – Vacant**

23
24 No report.

25
26 **ELECTION OF OFFICERS**

27
28 The board requested to postpone the election of officers until the May 10, 2013, board meeting.

29
30 **NEXT MEETING DATE – May 10th – Orlando**

31
32 **ADJOURNMENT:**

33
34 The meeting was adjourned at 11:42 a.m.