

1 STATE OF ALASKA  
2 DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT  
3 DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING  
4

5 BOARD OF CERTIFIED DIRECT-ENTRY MIDWIVES  
6

7 333 Willoughby Ave, 9<sup>th</sup> Floor, Commissioner's Conference Room  
8 Juneau, AK  
9

10 June 3, 2016  
11

12 By the authority of AS 08.065.020 and in compliance with the provision of AS 44.62, Article 6, a  
13 scheduled teleconference meeting of the Board of Certified Direct-Entry Midwives was held July 20,  
14 2015; 333 Willoughby Ave, 9<sup>th</sup> Floor Commissioner's Conference Room Juneau, AK.  
15

16 **Agenda Item 1 - Call to Order/Roll Call**

17 Chair Schneider called the meeting to order at 9:09 am. There were no ethics to disclose.  
18

19 The board moved to agenda item #6, Regulations project. No written comments were received on the  
20 proposed regulation changes during the comment period.  
21

22 On a motion made by Kathryn Roberts, seconded by Jennifer Swander the following regulation  
23 amendments were approved as written:

- 24 12 AAC 14.110(c) Certification by Examination
- 25 12 AAC 14.120 Certification by Credentials
- 26 12 AAC 14.130(g) Review of an apprentice Direct-entry Midwife permit application
- 27 12 AAC 14.300(c) Examination
- 28 12 AAC 14.430 Approved Continuing Education programs
- 29 12 AAC 14.530 Infant care  
30

31 On a motion made by Kathryn Roberts, seconded by Jennifer Swander it was resolved to enter in  
32 executive session in accordance with the provisions of Alaska Statute 44.62.310(c) for the purpose of  
33 discussing subjects that tend to prejudice the reputation and character of any person, provided the  
34 person may request a public discussion. Board staff Renee Hoffard and Investigators Brian Howes and Al  
35 Kennedy to remain in the room.  
36

37 Off the record at 9:16  
38 Back on record at 9:37  
39

40 On a motion made by Jennifer Swander, seconded by Kathryn Roberts, it was resolved to accept the  
41 Consent Agreement for Kristen Gerrish.  
42

43 On a motion made by Kathryn Roberts, seconded by Jennifer Swander it was resolved to enter in  
44 executive session in accordance with the provisions of Alaska Statute 44.62.310(c) for the purpose of

45 discussing matters which by law, municipal charter, or ordinance are required to be confidential. Board  
46 staff Renee Hoffard to remain in the room.

47  
48 Back on record at 9:51

49  
50 Division Director Janey Hovenden joined the meeting to discuss the program's fee analysis in  
51 preparation of the program's upcoming renewal. Director Hovenden explained that the fees for the  
52 program are set by the division in regulation and that each program's licensure fees are used to pay the  
53 administrative costs of the licensing program. The Direct-Entry Midwife program has run in a deficit for  
54 the past several renewal cycles and it is imperative that they resolve that debt. All costs of the licensing  
55 program are the responsibility of licensees of the program and therefore must be paid from license and  
56 renewal fees. At this time the division feels that the best way to reduce the program debt is to increase  
57 all fees for the program and to charge a one-time special assessment or surcharge to licensed Direct-  
58 Entry Midwives. The one-time fee will be \$4,000.00.

59  
60 Jennifer Swander had to leave the conference call at 10:05 am.

61  
62 Director Hovenden and Chair Schneider both expressed their concern regarding licensees being able to  
63 pay such a large sum at one time since the renewal of their license would be dependent upon paying  
64 that as well as an increased renewal fee. After discussion with the board it was determined that the  
65 division would recommend the one-time surcharge be due December 31, 2018 for the 2018 renewal  
66 cycle. Should a Direct-Entry Midwife not pay the fee by then, their license would not be renewed for the  
67 next licensing cycle. This would allow CDM's that need to pay the \$4,000.00 in payments that meet the  
68 needs of their budget and allow them to continue their practice.

69  
70 The board agreed to vote on agreeing with the division's fee assessment via email due to Ms. Swander's  
71 excused absence. Renee was tasked with emailing the proposed plan to the board no later than 2:00  
72 pm June 3, 2016.

73  
74 Director Hovenden asked that board members should include any specific points they want included in  
75 the cover letter that will be sent to licensees with the proposed regulations changes regarding the fee  
76 increases.

77  
78 Chair Schneider recommended that the meeting adjourn as only she and Kathryn Roberts were still in  
79 attendance. The meeting ended at 10:29 am.

80  
81 Respectfully Submitted:

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83  
84 Renee Hoffard, Licensing Examiner

85 

86  
87 Deborah Schneider, CDM Chair

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89 

90 Date  
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92  
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