



Strategic Planning Session

Thursday, June 27







Facilitators

• Elizabeth Coronel, Lead Facilitator

• Sarah Irani, Co-facilitator







Facilitator Role

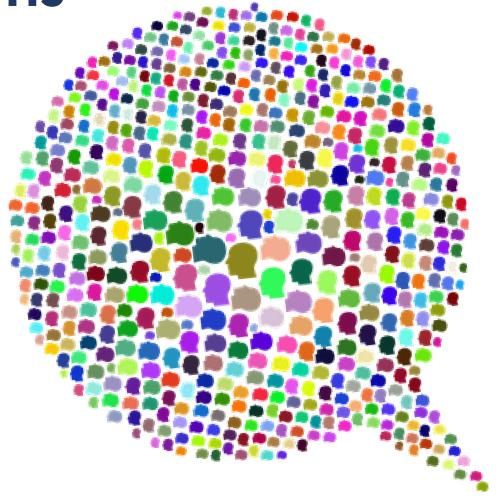
- Acts as neutral party
- Provides structure
- Documents the discussion
- Checks for understanding
- Corrects spelling and grammar later





Participant Expectations

- Minimize distractions
- Respect contributions
- Participate and contribute
- Reach consensus







Agenda

- Watch Diversity, Equity, and Inclusion (DEI) training videos
- Review the strategic planning process
- Review CBNM Environmental Scan 2024
- Develop strategic objectives





DEI Videos

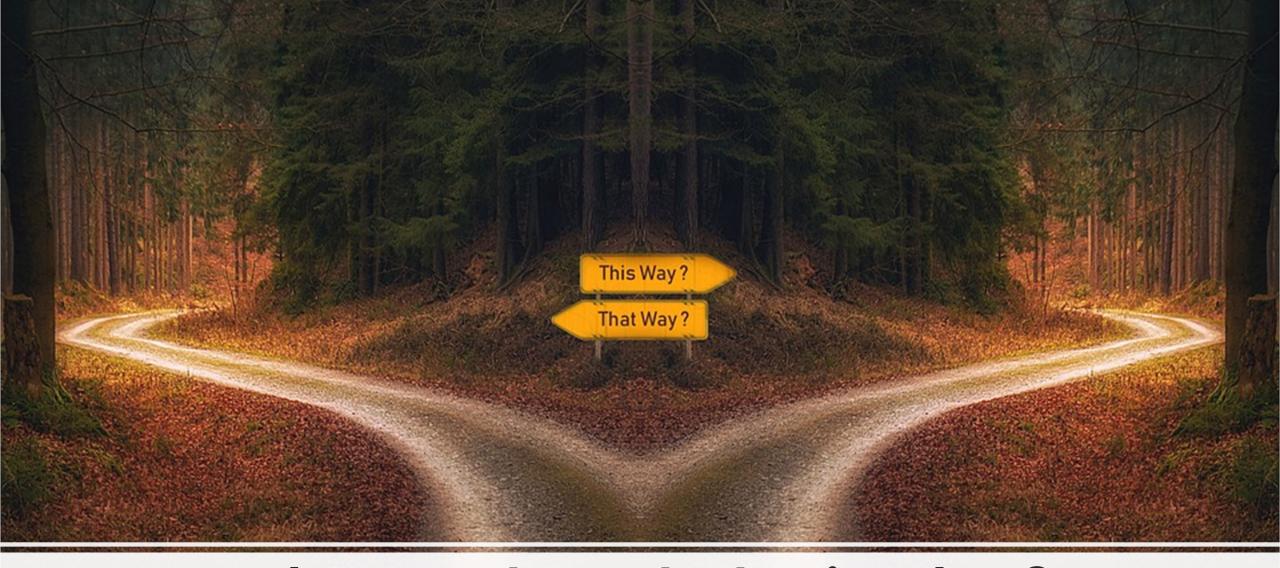
- What Does DEI Mean?: SOLID Training Manager Lisa Bacon
- A message from DCA Director Kimberly Kirchmeyer: Strategic Planning





Why Create a Strategic Plan?





Why create a strategic plan?





Strategic Planning Answers







Where are we now?

Where are we going?

How will we get there?

Mission

Vision

Goals

Action Plan

Values

vironmental Objectives

Environmental Scan







Objective	Objective	Objective	Objective	Objective
Objective	Objective	Objective	Objective	Objective
Objective	Objective	Objective	Objective	Objective
Objective	Objective	Objective	Objective	Objective
Goal	Goal	Goal	Goal	Goal
Mission, Values, Vision				





Mission

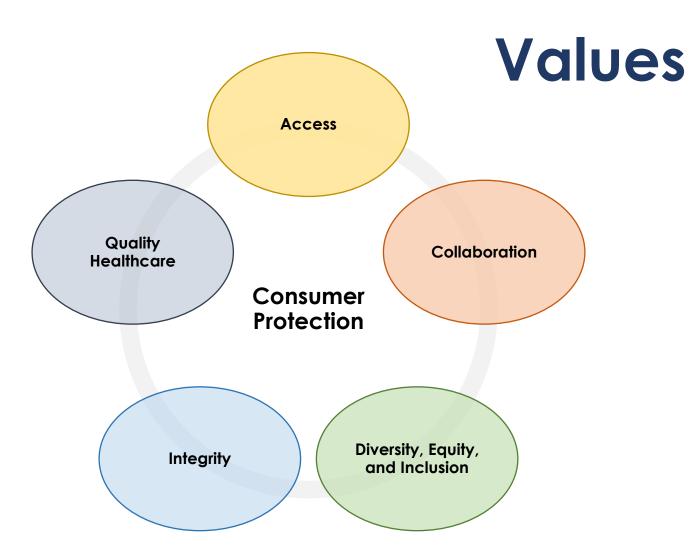
To protect the health, safety, and wellbeing of Californians by licensing and regulating the practice of naturopathic medicine in a manner that supports access to safe high-quality care.

Where are we now?

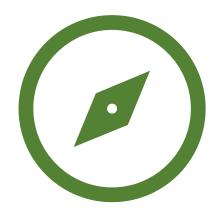








Where are we now?



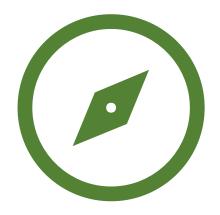




Environmental Scan

Participant	Number
External stakeholders	144
Board members	6
Executive officer, legal, and staff	4
Total	154

Where are we now?







Vision

Where are we going?

New: Naturopathic doctors provide safe, crucial, and accessible health care services to the full extent of their training.







Vision

Option A: Naturopathic doctors provide crucial health care services and close the healthcare gap in California.

Option B: Naturopathic medicine closes the healthcare gap by practicing to the full scope.

Option C: The full scope of primary care naturopathic medicine is embraced and accessible to all.

New Option: Naturopathic doctors safely provide crucial health care services that are accessible to all.

Old: To promote excellence in the safe and effective practice of naturopathic medicine.

Old: Naturopathic physicians practice to the full extent of their training to provide collaborative and crucial healthcare services to Californian consumers.





Goals

- 1. Licensing
- 2. Continuing Education
- 3. Enforcement
- 4. Laws and Regulation
- 5. Board Administration
- 6. Stakeholder Outreach

Where are we going?







Goals

- 1. Licensing
- 2. Continuing Education
- 3. Enforcement
- 4. Laws and Regulation
- 5. Board Administration
- 6. Stakeholder Outreach

Where are we going?







Objectives

Develop about 3 to 6 objectives per goal area.

Where are we going?



Strategic Planning Roadmap



Preliminary Meeting & Set-up

- Preliminary meeting with client
- Introduce facilitators
- Set schedule and determine dates
- Decide roles
- Define process
- Create customized development plan for client
- Introductory presentation

Environmental Scan

- Conduct external stakeholder online survey
- Conduct member interviews/surveys
- Conduct executive and staff interviews/surveys
- Compile and format data
- Analyze data
- Review findings with client

Planning Session

- Create facilitation plan
- Conduct pre-strategic planning session with board executive officer and staff
- Conduct strategic planning session with board members
- Review vision statement
- Review environmental scan results
- Establish objectives

Create & Finalize Plan

- Draft strategic plan
- Review and finalize plan with client
- Client approves and adopts plan
- Client publishes plan and posts plan to website

Action Planning

- Prioritize objectives
- Establish timeframes
- Establish performance measures
- Assign responsibilities
- Draft action plan
- Review and finalize plan with client

Mission, Vision, Values, and Goals Workshop conducted March 28, 2024.







Environmental Scan Defined

Is a study on how stakeholders perceive the Board's:

- Performance and effectiveness when accomplishing its goals.
- Response to the profession it operates in and world trends.





SWOT Analysis

Strengths

What are they doing right?

Opportunities

Outside trends that could help.

Keep or benefit from

Weaknesses

What do they need to fix?

Threats

Outside trends that could harm.

Fix or avoid

Inside Program Outside Program





DEI Questions

Different perspectives about ideas and priorities

Unnecessary requirements or barriers to licensure

Outreach and connection to all Californians

Furthering equal access to opportunities





Roles and Responsibilities

- The strategic direction of the Board rests in the hands of those involved today.
 - Consumer protection is the mandate
- The staff is responsible for implementing the strategic plan and ensuring strategic objectives are completed.
 - Consider available time and resources





Resources

- Your expertise
- Objectives Workbook
- 2024 CBNM Environmental Scan
- Sunset Review Report





Instructions

- Identify 3 to 6 objectives per goal area.
 - Issue/topic?
 - Why address it?
 - How can Board solve/address?
 - Desired outcome?
- Confirm the objectives are SMARTIE





SMARTIE Methodology

Specific



Details what needs to be done

Measurable



Success that can be measured

Actionable



Uses action words

Realistic



Possible to attain

Time-Based



Deadline can be assigned

Inclusive



Considers all individuals

Equitable



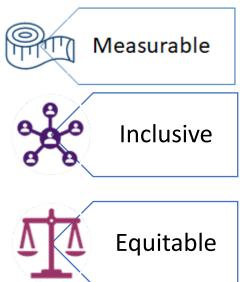
Creates pathways to equal outcomes

Enforcement Example

Issue/topic?	Why address it?	How can Board solve/ address?	Desired outcome?
Untrained staff and lack of clear policies and procedures	Inconsistent interpretation and application of the laws	Map current procedures and write clearer policies and procedures, train staff	Policies clarified, staff trained, consistency in interpretation and application of laws.











Licensing

The Board establishes and promotes licensing standards to protect consumers and allow reasonable access to naturopathic medicine.

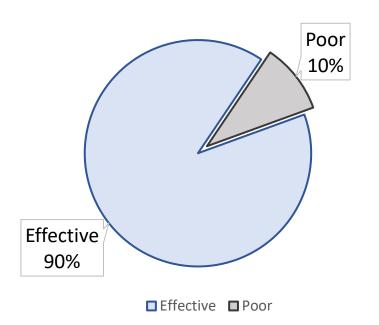
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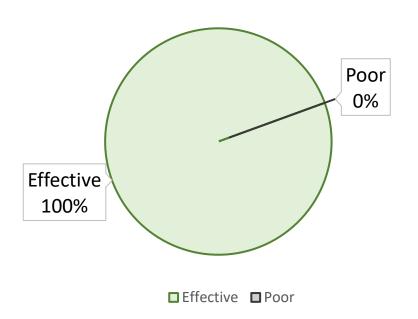


Licensing Effectiveness Rating

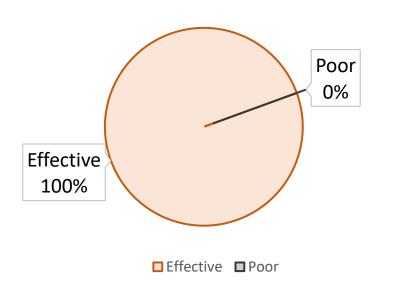
External Stakeholders



Board Members



Executive Officer, Legal, and Staff



Internal Weaknesses

External Opportunities

Licensing

- Access to the Board, including access via email and phone.
- · Communication.
 - Lack of clarity and updates on regulations.
- Scope of practice limited.

- Diversify licensee population.
- Leverage social media.
- Medical insurance coverage.
- Scope of practice expansion.

External Threats

- Medical insurance not covering naturopathic doctors.
- Scope of practice limitations.
- Unlicensed activity.

Licensing

Why address it?

Issue/topic?

How can Board

Desired outcome

#	issue/topic?	wny adaress it?	solve/address?	Desired outcome
1	Enhance awareness and understanding of licensing processes	Enhance awareness and understanding	 Develop and distribute guides Update FAQ on website Simplify language (Hemmingway editor/8th grade level) 	Improve awareness and understanding of stakehold
2	Streamline communication channels	Understand the process and setting expectations	 Implement a centralized communication platform Provide regular updates through newsletters or dedicated communication forums (social media) Establish clear communication protocols and Service Level Agreements 	Improve communication efficiency between licensin unit and other staff and management by reducing response times to queries by 50% within the next six mont
3	Foster collaborative relationships with applicants/licensees	Ensure strong relationships with stakeholders	 Hold quarterly virtual meetings with key partners (Bastyr/CNDA) Create a feedback loop for continuous improvement Share strategic insights and industry trends with partners regularly 	Strengthen collaborative relationships with key licensing partners to enhance negotiation outcomes and expedite licensing agreements by 25% over the next year

Licensing

Issue/topic?

Why address it?

How can Board

solve/address?

Desired outcome

4	Ensure regulatory compliance	Well informed licenseesDecrease enforcement needs	Develop a compliance checklist and audit schedule	Achieve 100% compliance with all relevant licensing regulations and standards
5	Enhance transparency and reporting	Ensure stakeholders know what is going on in the board	 Train relevant staff on the running reports Regular management review for accuracy and completeness Hold staff accountable in meeting licensing processing expectations Implement a consistent run schedule and one-on-one staff/management meetings to identify issues and improvements 	Increase the transparency and accuracy of licensing data and reporting
6	Determine equitable licensing practices	Increase accessibility to the profession	 Conduct a comprehensive review of current licensing criteria and processes Identify and address barriers that disproportionately affect underrepresented groups Develop profile of licensee 	Ensure equitable licensing practices by reviewing and revising licensing criteria an processes to remove barrie

	Licensing				
#	Issue/topic?	Why address it?	How can Board solve/address?	Desired outcome	
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	Licensing				
#	Issue/topic?	Why address it?	How can Board solve/address?	Desired outcome	
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Continuing Education

The Board reviews and establishes continuing education standards to promote excellence in the practice of naturopathic medicine and public safety.

Internal Weaknesses

External Opportunities

Licensing

- Access to the Board, including access via email and phone.
- · Communication.
 - Lack of clarity and updates on regulations.
- Scope of practice limited.

- Diversify licensee population.
- Leverage social media.
- Medical insurance coverage.
- Scope of practice expansion.

External Threats

- Medical insurance not covering naturopathic doctors.
- Scope of practice limitations.
- Unlicensed activity.

Continuing Education

#	Issue/topic?	Why address it?	How can Board solve/address?	Desired outcome
1	Licensees don't know what they can take	Confusion	 Keep an updated list on website Reach out to CNDA to get list of approved classes 	Fewer questions to staff
2	Modernize continuing education statutes	The Board does not have the ability to modify and update continuing education as needed	 Create programs, procedures, best practices, etc. Investigate complaints 	 Ensure training is kept up date Reduction in complaints/cases Decrease potential harm

Continuing Education

		Commo	ng Education	
#	Issue/topic?	Why address it?	How can Board solve/address?	Desired outcome
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The Board prevents, reduces, or remediates unlawful or unsafe activities by licensed and unlicensed individuals that violate the practice act and pose a threat to the health, safety, or welfare of the public.

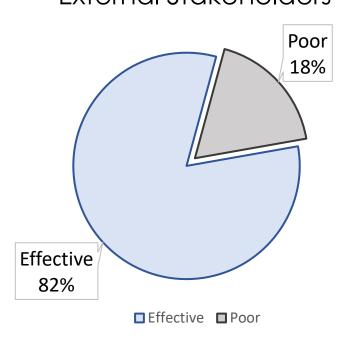
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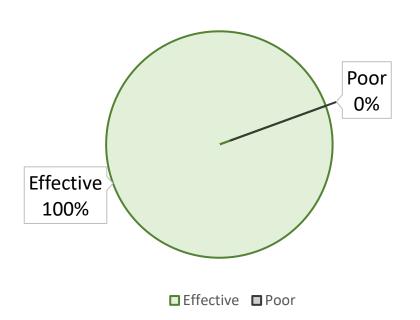


Enforcement Effectiveness Rating

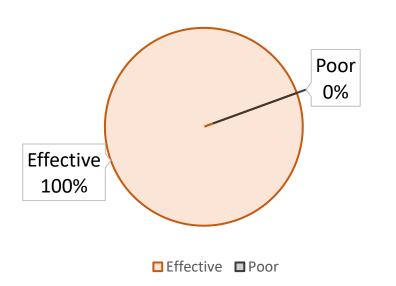




Board Members



Executive Officer, Legal, and Staff



Internal Weaknesses

External Opportunities

Enforcement

- Case organization and management.
- Communication of Board activities.
- Resources limited.
- Unlicensed activity.

- Diversify licensee population.
- Leverage social media.
- Medical insurance coverage.
- Scope of practice expansion.

External Threats

- Medical insurance not covering naturopathic doctors.
- Scope of practice limitations.
- Unlicensed activity.

#	Issue/topic?	Why address it?	How can Board solve/address?	Desired outcome
1	Improve compliance rates	Improve enforcement on the licensees to decrease enforcement action on the licensing side	 Provide comprehensive compliance training for licensees (FAQs/training aids, etc.) Implement a robust monitoring system to detect non-compliance early Conduct regular compliance audits 	Increase compliance rates among licensed entities by 25% within the next 12 mont
2	Enhance enforcement capabilities	Increased efficiencies	 Implement advanced enforcement processes and tools such as data analytics and AI Train enforcement personnel on the latest tools and techniques Utilize a centralized enforcement database (BreEZe/dashboard) for better case management 	Upgrade enforcement capabilities by adopting ne processes and tools, resulting in a 40% increase in enforcement actions within the next 18 months
3	Reduce investigation time Combined with	Reduction in case aging	 Streamline investigation processes and eliminate bottlenecks Allocate additional resources for the desk investigations Proper use and implementation of a 	Reduce the average time to complete regulatory investigations by 30% within the next year

#	Issue/topic?	Why address it?	How can Board solve/address?	Desired outcome
4	Increase penalties for non-compliance	Reduce the enforcement caseload	 Review and update penalty structures to ensure they are stringent and effective (no legislation needed, authority to increase up to cap) Publicize enforcement actions and penalties to deter potential violators, licensed, unlicensed individuals Collaborate with legal counsel and management to ensure penalties are legally sound and enforceable 	Increase the severity of penalties for non-compliant resulting in a 20% decrease repeat offenses within the n 24 months
5	Strengthen stakeholder collaboration	Improved relationships, alignment with other health boards, improve outcomes	 Establish regular communication channels with key stakeholders Share best practices and enforcement strategies 	Enhance collaboration with stakeholders, including industry associations and other regulatory bodies, to improve enforcement outcomes by 15% within the next year
	Increase	Transparency to	Develop and implement a comprehensive reporting framework Ensure all enforcement activities are	Improve transparency and accuracy of enforcement

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The Board reviews, amends, and creates laws and clarifying regulations to support its mandates and mission of consumer protection.

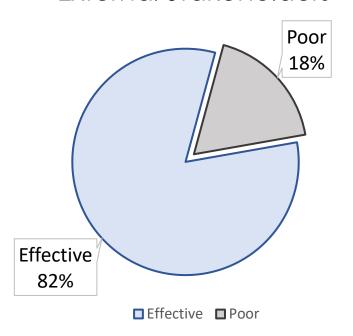
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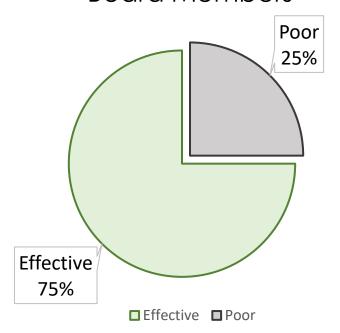


Legislation and Regulation Effectiveness Rating

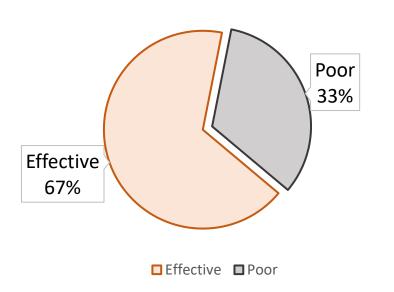




Board Members



Executive Officer, Legal, and Staff



Internal Weaknesses

External Opportunities

Laws and Regulation

- Clarity in regulations and the process to clarify regulations.
- Communication and lack of updates.
- Efforts not producing results.
- Scope of practice limited.

- Diversify licensee population.
- Leverage social media.
- Medical insurance coverage.
- Scope of practice expansion.

External Threats

- Medical insurance not covering naturopathic doctors.
- Scope of practice limitations.
- Unlicensed activity.

#	Issue/topic?	Why address it?	How can Board solve/address?	Desired outcome?
1	Optimize licensing revenue Moved to Goal Area 5. Administration.	Do more outreach with the income that will be generated	 Launch targeted marketing campaigns to promote licensing opportunities Enhance communication materials to clearly articulate the value proposition Regularly analyze industry trends to adjust strategies accordingly 	Increase licensing revenue 20% over the next fiscal yea through strategic communication and marketing efforts
2	Modernize regulatory framework Combined with objective #3.	Produce a higher licensing population (possibly reduce licensing fees)	 Conduct a comprehensive review of current regulations. Engage with industry experts and stakeholders to identify areas needing updates Draft and implement revised regulations that address modern practices and technologies 	Update and modernize the existing regulatory framework to reflect current industry practices and technological advancements within the name of the second se
2	Enhance regulatory clarity	Help clarify the scope of	 Simplify the language of existing regulations Develop and distribute easy-to-understand guidelines and FAQs 	Increase the clarity and accessibility of regulatory requirements by simplifying

Issue/topic?

Why address it?

How can Board

solve/address?

Align local regulations with national

Desired outcome

bodies within the next three

4	Strengthen compliance requirements	Clarity of expectations and potentially reduction in enforcement actions	 Establish higher standards for compliance in key areas Implement enhanced monitoring and reporting mechanisms Regularly update compliance criteria to keep pace with industry changes. 	Strengthen compliance requirements by introducing more rigorous standards an monitoring mechanisms wit the next 24 months
5	Increase stakeholder engagement	 Allows the Board to identify what is expected by stakeholders Provides Board with information to aid decision making and changes 	 Organize regular stakeholder consultation meetings Develop online platforms for stakeholder feedback and suggestions Create advisory committees with representatives from key stakeholder groups 	Enhance stakeholder engagement in the regulat process, ensuring at least 80 stakeholder participation in consultations within the nex year
6	Promote regulatory harmonization	Better buy in and outcome of efforts	 Establish partnerships with other regulatory agencies Participate in international forums and working groups 	Achieve harmonization of regulations across multiple jurisdictions by collaborating with other license regulator

#	Issue/topic?	Why address it?	How can Board solve/address?	Desired outcome
7	Increase transparency and accountability	Consumers and licensees (stakeholders) satisfied with the Board and its efforts	 Develop a transparent reporting system for regulatory actions and decisions Publish regular reports on regulatory compliance and enforcement activities Create a public portal for accessing regulatory information and updates 	Enhance transparency as accountability in the regulatory process by implementing comprehe reporting and public disclosure policies within next year
8	Promote inclusive participation Combined with objective #5.	Increased inclusiveness of participation in legislative and regulatory changes	 Identify and reach out to underrepresented groups in the industry Offer training and support programs to help these groups participate in regulatory processes Establish partnerships with community organizations and advocacy groups to promote inclusion If necessary, create advisory committees with representatives from key stakeholder groups (reference 	Ensure diverse and inclusion participation in regulator processes by increasing trepresentation of underrepresented groups 30% within the next 18 more

#	Issue/topic ?	Why address it?	How can Board solve/address?	Desired outcome?
10	Scope modernization	NDs are not able to practice to the full extent of their training in CA. Accessibility, safety issues, and public health issues, license retention issues	 Seek legislation Collaborate with other health care boards/associations 	NDs can practice to their fuextent in CA and the healthcare gap is closed
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# Issue/topic?	Why address it?	How can Board solve/address?	Desired outcome?
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The Board efficiently utilizes its resources and personnel through effective leadership to provide excellent customer service and consumer protection.

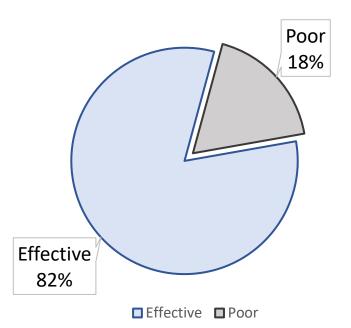
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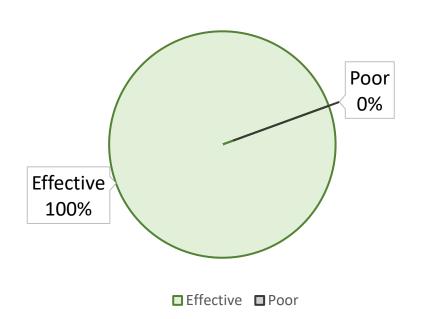


Administration Effectiveness Rating

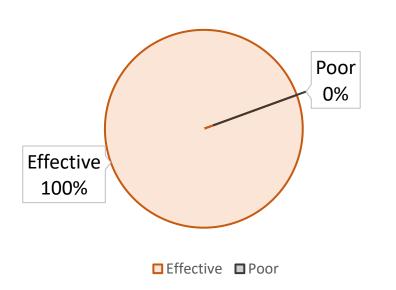




Board Members



Executive Officer, Legal, and Staff



Internal Weaknesses

External Opportunities

Administration

- Access to the Board.
- Resources lacking, including staff.

- Diversify licensee population.
- Leverage social media.
- Medical insurance coverage.
- Scope of practice expansion.

External Threats

- Medical insurance not covering naturopathic doctors.
- Scope of practice limitations.
- Unlicensed activity.

#	Issue/topic?	Why address it?	How can Board solve/address?	Desired outcome?
1	Enhance Board governance and oversight	Ensuring that the Board is meeting its legislative mandates	 Develop and adopt a comprehensive governance framework Conduct regular board performance assessments and provide feedback Implement training programs for board members on governance best practices Include board specific training 	Strengthen board governance and oversight by implementing best practices and governance frameworks, resulting in a 25% improvement in board performance metrics within the next 12 months
2	Improve decision- making processes	Improvement for the administrative processes	 Standardize and document decision-making procedures Utilize decision-support tools and technologies Schedule regular and efficient board meetings with clear agendas. Ensure meeting minutes are completed and shared with members within 1-week after a board meeting concludes to keep information fresh 	Streamline decision-making processes, reducing the average time for board decisions by 30% within the next six months
3	Increase transparency and accountability Removed.	 To be more transparent about Board efforts and mandate Fewer questions from 	 Develop a transparent reporting system for board activities Publish regular reports on board decisions and actions Establish an internal audit function to 	Enhance transparency and accountability by implementing robust reporting and monitoring mechanisms, ensuring all board activities are

#	Issue/topic?	Why address it?	How can Board solve/address?	Desired outcome
4	Enhance risk management and compliance (external and internal factors)	Informed board members and staffSuccession planning	 Develop and implement a risk management framework Conduct regular risk assessments and audits Provide risk management training for board members and staff. 	Strengthen risk management and compliance oversight I implementing a comprehensive risk management framework, reducing identified risks by 40% within the next 18 mont
5	Provide DEI training for staff and board members	Solid understanding of DEI and benefits for using	 Develop and deliver DEI training programs for all staff members Incorporate DEI principles into onboarding processes for new hires. Provide ongoing DEI training and development opportunities Collaborate with SOLID 	Ensure all regulatory staff receive DEI training, resultin in a 100% completion rate within the next year

	Board Administration				
#	Issue/topic?	Why address it?	How can Board solve/address?	Desired outcome	
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	Board Administration				
#	Issue/topic?	Why address it?	How can Board solve/address?	Desired outcome	
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The Board educates and engages stakeholders about the safe practice and regulation of naturopathic medicine.

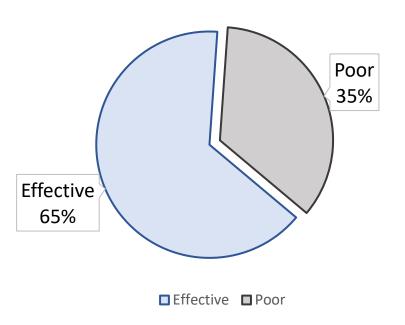
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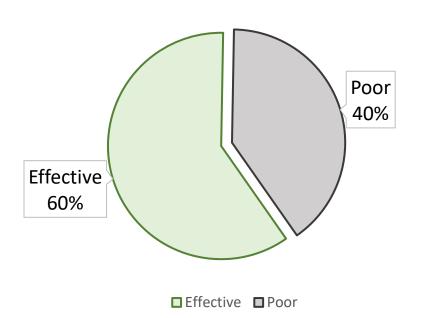


Outreach and Education Effectiveness Rating

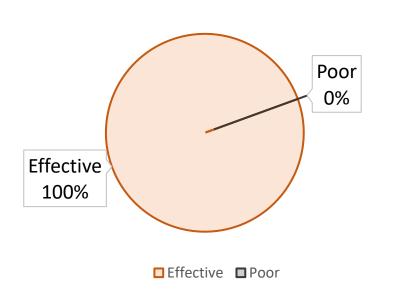




Board Members



Executive Officer, Legal, and Staff



Internal Weaknesses

External Opportunities

Outreach and Education

- Communication and lack of updates.
- Survey data and results not communicated to the public.
- Outreach to other healing art boards.

- Diversify licensee population.
- Leverage social media.
- Medical insurance coverage.
- Scope of practice expansion.

External Threats

- Medical insurance not covering naturopathic doctors.
- Scope of practice limitations.
- Unlicensed activity.

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#	Issue/topic?	Why address it?	How can Board solve/address?	Desired outcome
1	Improve customer/ stakeholder satisfaction Moved to goal area 1. Licensing	Identify strengths and areas for improvement	 Offer dedicated customer support and troubleshooting Gather and act on customer feedback to improve processes continually. Use survey QR code on bottom of licensing staff's signature block 	Enhance customer/stakeholder satisfaction with the licensin process, achieving a satisfaction rate of 90% in customer feedback surveys within the next year
2	Enhance stakeholder engagement	Stakeholder understanding of the Board	 Develop and implement a stakeholder engagement plan Use multiple communication platforms (e.g., social media, newsletters, webinars) to reach diverse stakeholder groups Conduct regular stakeholder meetings and feedback sessions to gather input and address concern 	Increase stakeholder engagement by 50% within the next 12 months through targeted outreach initiative and enhanced communication channels
		Launch DEI-focused outreach programs aimed	 Create educational materials and workshops on DEI principles and their 	

Launch DEl-focused outreach programs aimed at educating stakeholders about the importance of diversity, equity, and outreach programs

3 Develop DEl-focused outreach programs

Launch DEl-focused outreach programs aimed at educating stakeholders about the importance of diversity, equity, and inclusion in regulatory

- Create educational materials and workshops on DEl principles and their relevance to regulatory licensing

- Host DEl-focused events and forums to discuss challenges and included by the Board

- More diverse applicant no

How can Board

#	Issue/topic?	Why address it?	solve/address?	Desired outcome
4	Increase transparency and accountability	Identifying and providing more equitable outcomes within the Board processes	 Develop and implement a robust reporting framework for stakeholder engagement and DEI initiatives Publish annual reports detailing progress, challenges, and future plans Regularly update stakeholders on DEI initiatives and outcomes through various communication channels 	Enhance transparency and accountability in stakehold engagement and DEI effort by publishing annual report on progress and outcomes within the next year
5	Foster collaborative partnerships	Stronger relationships and accessibility	 Identify and reach out to potential partners in the community and industry Develop joint initiatives and programs to promote DEI in regulatory licensing Hold regular meetings and collaborative events to foster strong relationships 	Establish and strengthen collaborative partnerships vat least 10 industry organizations, and advocagroups focused on DEI within the next 12 months
6	Monitor and evaluate DEI impact Moved to "Board Administration"	Creating awareness of the Board's impact	 Develop key performance indicators (KPIs) for DEI initiatives Collect and analyze data on DEI metrics and outcomes Use evaluation results to refine and improve DEI strategies and programs 	Implement a comprehensive monitoring and evaluation system to assess the impact DEI initiatives on regulatory licensing outcomes within the next 18 months.

How can Board

Desired outcom

understanding and conf

use of the professionals

			solve/address?	
7	Increase access to licensing information Removed. Addressed in 1.1 and 6.1	Improve understanding of scope for candidates seeking a license	 Develop and disseminate clear, accessible licensing guides and resources Offer multilingual support and materials to cater to diverse communities Establish a dedicated helpdesk or support center for licensing inquiries 	Improve access to licens information for underrepresented group achieving a 40% increase the use of licensing resount and support services with the next year
8	Foster public/consumer awareness	Lighter enforcement case loads Create awareness between the distinction of licensed ND and unlicensed traditional naturopaths	 Launch public awareness campaigns using various media channels Host informational sessions and workshops for the public Develop educational materials and distribute them widely 	Increase consumer and general public awarenes regulatory requirements enforcement actions by through targeted outrea campaigns within the ne year
	Scope clarity	Consumers are confused, don't recognize the		Public and consumer

Increase outreach

Why address it?

profession; some desire

full scope as with other

states

#

Issue/topic?

Removed.

Addressed in

objective 8 above.

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Strategic Plan Timeframe

- A total of 38 objectives were identified.
- 5 years to complete objectives?





Next Steps

SOLID:

- Drafts strategic plan
- Sends strategic plan draft to Board for review, edits, and approval
- Schedules action planning





Action Planning

- Lists tasks needed to accomplish objectives
- Assigns responsible staff
- Identifies due dates
- Establishes performance measures

How will we get there?







Thank You!

Elizabeth Coronel, Lead Facilitator

Elizabeth.Coronel@dca.ca.gov

Sarah Irani, Co-facilitator Sarah.Irani@dca.ca.gov

