

California Board of Naturopathic Medicine

Meeting Minutes

June 27, 2024

DRAFT

**MEMBERS
PRESENT:**

Dara Thompson, ND, Chair
Setareh Tais, ND
Minna Yoon, ND
Bruce Davidson, PhD
Vera Singleton, ND
Andy Yam, MPP
Diparshi Mukherjee, DO

**MEMBERS
ABSENT:**

Vera Singleton, ND – *Absent with cause*

**STAFF
PRESENT:**

Rebecca Mitchell, Executive Officer (EO)
Yuping Lin, Program Legal Counsel, Legal Affairs Div., DCA
Elizabeth Coronel, SOLID Strategic Planning Manager, DCA
Sarah Irani, SOLID Strategic Planning Specialist, DCA
Alex Cristescu, Webcast Specialist, Office of Public Affairs, DCA
David Bouilly, Moderator, SOLID Unit, DCA
Raquel Oden, Program Analyst, Co-Moderator, CBNM
Florencia Francisco, Consumer Protection Srv. Analyst, CBNM

**MEMBERS OF
THE
AUDIENCE:**

N/A

Agenda Item 1

Call to Order/Roll Call/Establishment of a Quorum

Dara Thompson, N.D., Chair, California Board of Naturopathic Medicine (CBNM or Board) called the meeting of the CBNM to order on June 27, 2024, at 10:21 a.m. A quorum was present and due notice was provided to all interested parties.

Agenda Item 2 Public Comment

There were no public comments.

Agenda Item 3 Review and Possible Approval of March 28, 2024 Board Meeting Minutes

EO Mitchell provided the Board members with a draft copy of the 03/28/2024 Board meeting minutes. The Board had an opportunity to review the minutes prior to the commencement of the meeting.

The Board members approved the March 28, 2024, minutes as provided in the meeting materials.

No public comments were made during this agenda item.

Motion – Yoon / Second – Tais, to approve the 03/28/2024 board meeting minutes as submitted. Roll call vote taken; motion carried 6-0-0. (YES – Thompson, Yoon, Tais, Mukherjee, Yam, Davidson / NO – none / Abstentions – none).

Agenda Item 4 Board Officer Nominations

Discussion to Change Board Officer Title from *Chair* to *President*

Board members discussed the appropriateness of changing the “Chair” officer title to “President”. Since the program was established as a Board effective January 1, 2023, using the title of President in lieu of Chair was determined to be consistent with the other boards under the Department of Consumer Affairs.

The members decided to make the change of title to the Board's Chair position.

No public comments were made during this agenda item.

Motion – Thompson / *Second* – Yoon, to change the title of “Board Chair” to “Board President”. Roll call vote taken; motion carried 6-0-0. (YES – Thompson, Yoon, Tais, Mukherjee, Yam, Davidson / NO – none / Abstentions – none).

Discussion to Change Board Officer Title from Vice Chair to Vice President

Board members discussed the appropriateness of changing the “Vice Chair” officer title to “Vice President”. Since the program was established as a Board effective January 1, 2023, using the title of Vice President in lieu of Vice Chair was determined to be consistent with the other boards under the Department of Consumer Affairs.

The members decided to make the change of title to the Board's Vice Chair position.

No public comments were made during this agenda item.

Motion – Yam / *Second* – Yoon, to change the title of Board Vice Chair to Board Vice President. Roll call vote taken; motion carried 6-0-0. (YES – Thompson, Yoon, Tais, Mukherjee, Yam, Davidson / NO – none / Abstentions – none).

Discussion to Add Officer Position of Board Secretary

Board members discussed the appropriateness of adding a “Secretary” officer position the board. Since the program was established as a Board effective January 1, 2023, adding a secretary position was deemed to be consistent with the other boards under the Department of Consumer Affairs.

The members decided to add a secretary position to the Board.

No public comments were made during this agenda item.

Motion – Yam / *Second* – Thompson, to add secretary position to the board. Roll call vote taken; motion carried 6-0-0. (YES – Thompson, Yoon, Tais, Mukherjee, Yam, Davidson / NO – none / Abstentions – none).

Nomination(s) of Board President

The Board was provided background information on each current member prior to the meeting and as provided in the meeting materials. The members discussed their desire to keep a professional member in either the President and/or Vice President position. Dr. Davidson suggested that having a naturopathic doctor (ND) in one of those two positions, would allow that individual to speak on behalf of the board, with the technical knowledge and experience to fully understand the scope of the Naturopathic Doctors Act and speak to the practice standards. Further that it could be a benefit to have a public or physician member as in one of the officer positions.

Dr. Minna Yoon, N.D. moved to nominate Dr. Dara Thompson, N.D., for the position of Board President. Dr. Thompson currently serves as the current Board Chair. Dr Bruce Davidson seconded the motion. Roll call vote was taken.

No public comments were made during this agenda item.

Motion – Yoon / Second – Davidson, to nominate Dr. Dara Thompson, N.D. for position of Board President. Roll call vote taken; motion carried 6-0-0. (YES – Thompson, Yoon, Tais, Mukherjee, Yam, Davidson / NO – none / Abstentions – none).

Nominations of Board Vice President

Board members discussed the position of the vice president position. Members agreed that this person should have a solid knowledge of naturopathic medicine and the board, if they must testify or report on board issues.

Dr. Tais asked if there was an expectation that someone in the position of the Vice President or Secretary positions would be required to move up to the next position in the following year(s). Although no expectation for an officer to move up in subsequent years, there is an expectation that if an officer could not carry out their functions in their current position, that the

next-level officer would fill in until the following appointments were made the following year.

Dr. Minna Yoon, N.D. moved to nominate Dr. Vera Singleton, N.D., for the position of the Board's Vice President. Dr. Setareh Tais, N.D. seconded the motion. Dr. Singleton was absent for cause during this meeting. During the next meeting, EO Mitchell will determine if Dr. Singleton is willing to accept the nomination. Roll call vote was taken.

Motion – Yoon / Second – Tais, to nominate Dr. Vera Singleton, N.D. for position of the Board's Vice President. Roll call vote taken; motion carried 6-0-0. (YES – Thompson, Yoon, Tais, Mukherjee, Yam, Davidson / NO – none / Abstentions – none).

Upon further discussion, Dr. Bruce Davidson, PhD. moved to nominate Dr. Minna Yoon, N.D., for the position of the Board's Vice President. Mr. Andy Yam seconded the motion. Roll call vote was taken.

Motion – Davidson / Second – Yam, to nominate Dr. Minna Yoon, N.D. for position of the Board's Vice President. Roll call vote taken; motion carried 6-0-0. (YES – Thompson, Yoon, Tais, Mukherjee, Yam, Davidson / NO – none / Abstentions – none).

EO Mitchell queried the members for any further nominations and Mr. Andy Yam moved to nominate himself for the position of the Board's Vice President. Dr. Diparshi Mukherjee, D.O., seconded the motion. Roll call vote was taken. Member Yam asked if a nomination can be withdrawn at a later time prior to the voting. It was confirmed that a nomination could be withdrawn if necessary.

Motion – Yam / Second – Mukherjee, to nominate Mr. Andy Yam for position of the Board's Vice President. Roll call vote taken; motion carried 6-0-0. (YES – Thompson, Yoon, Tais, Mukherjee, Yam, Davidson / NO – none / Abstentions – none).

No public comments were made during this agenda item.

Nominations of New Board Secretary Position

Board members agreed that a secretary position would be helpful to fill in necessary gaps and aid the other officer positions. Mr. Andy Yam stated that with his extensive experience in sitting on other boards, he would be interested in representing the board as the new Board Secretary. Dr. Davidson nominated Member Yam for the secretary position. Dr. Tais seconded the motion.

No public comments were made during this agenda item.

Motion – Davidson / Second – Tais, to nominate Mr. Andy Yam to the position of the newly created Secretary position. Roll call vote taken; motion carried 6-0-0. (YES – Thompson, Yoon, Tais, Mukherjee, Yam, Davidson / NO – none / Abstentions – none).

Agenda Item 5 Strategic Planning Session

a. Introduction and Overview of the Strategic Planning Process

Elizabeth Coronel, SOLID Strategic Planning Lead Facilitator and Sarah Irani, SOLID Strategic Planning Co-facilitator, introduced themselves to the Board and advised that their role is to be a neutral party, provide structure during the meeting and document the board member's discussions accurately. SOLID provided a DEI video from SOLID and another from DCA's Director Kirchmeyer. Additionally, a DEI Fact sheet was provided to the board members and staff.

The SOLID team provided an Overview of the Strategic planning process which includes review of CBNM's Environmental Scan 2024 and assisting the board with developing strategic objectives.

Ms. Coronel advised the board members that EO Mitchell and staff participated in a pre-strategic planning session to identify challenges or issues that the board was facing. Staff made suggestions that the board could adopt, change as needed and as appropriate or disregard.

There were no member questions or public comments made.

b. Review Mission, Vision, Values, and Goals

The SOLID Facilitators provided a review of the Board's Mission and Values that were developed and adopted earlier at the 03/28/2024 board meeting.

The Board developed and adopted the new Vision Statement.

There were no public comments made during this item.

Motion – Thompson / Second – Yam, to adopt new Vision Statement for the Board. Roll call vote taken; motion carried 6-0-0. (YES – Thompson, Yoon, Tais, Mukherjee, Yam, Davidson / NO – none / Abstentions – none).

c. Review Survey Results and Trends

SOLID Facilitators review the Environmental Scan, including the participation of the survey and how those may drive some of the Board's decision on objectives for the new plan.

There were no public comments made during this item.

d. Identify Strategic Objectives

There was a discussion about the need for scope modernization to provide accessible healthcare services to all consumers and ensure consumer protection. The Board discussed the need for more diversity and representation within the licensee population. They acknowledged the limitations in gathering data on demographics and expressed a desire to collect more information on underrepresented groups.

There was a debate about whether addressing diversity should be a priority for the board or if it should be left to the responsibility of the schools and professional association(s). The Board agreed to develop a profile of the licensee population to better understand any disparities and barriers that may exist.

There was further discussion regarding enforcement and the need to improve compliance rates among licensees. The objective addresses this issue through comprehensive compliance training, a robust monitoring system, regular audits, and simplifying statutes for easier understanding.

Additional enforcement issues stem around licensees not updating addresses with the board, resulting in wasted resources and mail being returned to the office. The board plans to implement fines for non-compliance.

There were various discussions for the strategic plan, including increasing licensing revenue, modernizing the regulatory framework, enhancing regulatory clarity, and strengthening compliance requirements. There was a focus on promoting regulatory harmonization and aligning local regulations with national best practices in naturopathic medicine.

Transparency and accountability were emphasized, including the development of a reporting system for regulatory actions and decisions. Additionally, efforts to promote inclusive participation and increase representation of underrepresented groups were discussed.

The stakeholders outreach goal area includes objectives such as improving customer satisfaction, enhancing stakeholder engagement, and developing diversity and inclusion focused outreach programs. The meeting discussed various objectives for the strategic plan, including fostering public awareness and addressing consumer confusion.

Board Members agreed that the strategic plan should have a five-year timeframe to allow for legislative action and board transitions.

There were no public comments made during this item.

e. Overview Process for Finalizing Strategic Plan for Adoption by Board

The next steps include drafting the strategic plan, reviewing, and editing it, and developing an action plan.

There were no public comments made during this item.

Agenda Item 6 Future Agenda Items and Next Meeting Dates

Items added for upcoming meeting:

- The meeting discussed adding items to the strategic plan and the possibility of having an alternate site for future meetings.
- There was a suggestion to create a legislative subcommittee and gather information on similar subcommittees from other boards.

The next meetings will be scheduled for quarter 4 of 2024, and the quarterly meeting for 2025. A poll will be sent out to members.

No public comments were made during this agenda item.

Agenda Item 7 Adjournment

There being no further business or public comment, Dr. Thompson adjourned the meeting at 4:35 p.m.