



**Oregon Health Licensing Agency  
SEX OFFENDER TREATMENT BOARD**



9:00 a.m. Friday, April 2, 2010  
700 Summer Street N.E., Suite 320  
Salem, Oregon

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**MINUTES**

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**MEMBERS PRESENT**

William Davis, Chair  
Debra Patterson  
Jane Allen  
Donald Didier, Vice-Chair  
Brie Akins  
Patrick Schreiner

**STAFF PRESENT**

Randy Everitt, Director  
Sylvie McMillan, Business Services Manager  
Tim Molloy, Regulatory Operations Manager  
Kraig Bohot, Public Information Officer  
Samantha Patnode, Policy Analyst  
Sinnamon Harris, Board Specialist

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**MEMBERS ABSENT**

Steven Mussack

**GUESTS PRESENT**

None

\*This meeting was live audio streamed within the Oregon Health Licensing Agency

**Call to Order**

William Davis, Chair, called the meeting of the Sex Offender Treatment Board to order at 9:06am on Friday, April 2, 2010, at the Oregon Health Licensing Agency (OHLA), Rhoades Conference Room 700 Summer Street NE, Salem, Oregon.

**1. Approval of the Agenda**

William Davis amended the agenda to have the item "2011 Legislation" presented towards the beginning of the meeting.

**Motion**

Don Didier made a motion to approve the amended agenda with a second by Jane Allen. The motion passed unanimously.

**2. Approval of Minutes**

**Motion**

Don Didier made a motion and Patrick Schreiner seconded to approve the minutes for October 23, 2009 and January 29, 2010. The motion passed unanimously.

**3. Reports**

- 2011 Legislation-Use of Title

Samantha Patnode, Policy Analyst stated that OHLA has received inquiries from practitioners

concerning the use of abbreviations for certified clinical and associate sex offender therapists on such items such as business cards. She stated the following language would be forwarded to Department of Administrative Services as part of the agency-wide legislative concept:

- Use of title. (1) A person who is certified clinical sex offender therapist; or a certified associate sex offender therapist under ORS 675.360 to 675.410 may use the title “Certified Clinical Sex Offender Therapist and the abbreviation “CCSOT”; or Certified Associate Sex Offender Therapist and the abbreviation “CASOT”.

### **Motion**

Jane Allen made a motion with a second by Brie Akins to approve the legislative concept revisions regarding the use of title and abbreviations. The motion passed unanimously.

### **• Director’s Report**

Randy Everitt, Director, notified the board that the agency has begun live streaming the meetings to agency staff, and he intends to have meetings video streamed as well. Everitt used a PowerPoint presentation to clarify OHLA’s role as an agency and the Sex Offender Treatment Board role. Highlights included the purpose of the agency to provide for the more effective coordination of administrative and regulatory functions involved in protecting the public. In addition, part of the board’s role is to advise OHLA in matters pertaining to determining qualifications, establish standards, and adopt standards for training and continuing education. Everitt discussed some of the issues concerning the Governor’s Reset Committee. He stated that the agency is self-supporting through licensing fees and does not rely on general fund, or tax dollars. He spoke about boards that may be duplicated through other boards, or small boards that do not have the necessary infrastructure to operate, for example, and that the Reset Committee will make sure those types of boards are well regulated. Everitt provided a letter to that explained the primary responsibility of board and council members is to serve the public at large.

### **• Outreach and Communication**

Kraig Bohot, Public Information Officer, discussed the electronic publication “Central Issues,” the press release and Web site updates. Three things will be highlighted in the publication:

- Adoption of treatment models
- Addressing budgetary challenges
- Continuing to promote licensure

On March 10, 2010, OHLA distributed a press release to the media across the state regarding the adoption of treatment standards and guidelines effective March 15, 2010. Bohot also referenced addressed the Director’s Message that highlights Randy Everitt’s first six months as the OHLA director. This recognizes the contributions of everyone from staff to stakeholders and highlights agency-wide central issues.

### **• Statistical Report**

Sylvie McMillan, Business Services Manager, presented an overview of statistics relating to the board. Statistics included were licensing statistics, active license trends, complaints received, age diversities, number of licensees by county, and Web site traffic.

### **• 2009-2011 Budget**

Sylvie McMillan, Business Services Manager, provided the statement of cash flows for the 2009-2011 biennium. The board discussed recruitment and budgetary concerns. OHLA is currently working with the board to address these issues, possibly in the form of obtaining a grant or contacting the legislature to inquire on funding.

- **Regulatory Operations Division Report**

Tim Molloy, Regulatory Operations Manager, stated the agency had received one complaint during the period of January 9, 2010 through March 18, 2010. This complaint was service related and is still under investigation.

Bill Davis suggested that the Standards Committee convene after the next board meeting scheduled in September 2010 in order to review administrative rules. Jane Allen suggested providing information pertaining to available training on the Web site.

**5. Public Comment**

No public comment was provided

**6. Executive Session**

No executive session at this time.

**7. Other Board Business**

No other board business was discussed at this time.

**Motion**

Patrick Schreiner made a motion to adjourn with a second by Jane Allen. Motion passed unanimously.

The meeting adjourned at approximately 10:54am.

Prepared by: Amanda Perkins, Board Specialist