



State of Idaho
Division of Occupational and Professional Licenses
Genetic Counselors Licensing Board

BRAD LITTLE
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Board Meeting Minutes of 3/15/2023

Board	Heather Hussey-Johnson - Chair	Division	Cesley Metcalfe, Executive Officer
Members	Mary Conway	Staff:	Greg Loos, Legal Counsel
Present:	Jack Zarybnisky, O.D.		Christian Runnalls, Board Support Specialist

The meeting was called to order at 10:02 AM by Heather Hussey-Johnson.

Approval of Minutes

A motion was made and seconded to approve the 12/6/2023 minutes. The motion carried unanimously.

DIVISION BUSINESS

2023 Legislative Session Overview: Ms. Metcalfe presented a legislative update on Senate Bill 1109 and House Bill 74.

DOPL Strategic Plan: Ms. Metcalfe explained the three main goals of DOPL's strategic plan: lead through transparency and exceptional customer service, public protection through consistent enforcement, and make recognizable and measurable reform through permissionless innovation.

Confidentiality, Conflict of Interest, and Honoraria Policies: Mr. Loos presented the Confidentiality and Conflict of Interest agreements and the Honoraria policy.

Financial Update: Ms. Metcalfe gave the financial report, which indicated that the Board had a cash balance of \$133,258.75 as of December 31, 2022.

Board Meeting Survey: Ms. Metcalfe stated that a survey will be sent to Board members after every meeting seeking feedback on how the Division can better serve the Board.

BOARD BUSINESS

Licensing Report: The Board reviewed a report on applications received and licenses issued and renewed since the last meeting.

Adjourn

There being no further business, the meeting was adjourned at 10:28 AM MT.

The next meeting is on 9/19/2023.