



# OKLAHOMA State Department of Health

## MINUTES OF SPECIAL PUBLIC MEETING

PUBLIC BODY:           ADVISORY COMMITTEE ON MIDWIFERY

DATE:                   TUESDAY, AUGUST 06, 2024 @ 1:00PM

LOCATION:               6925 S. CANTON AVENUE, TULSA, OK 74136

CONTACT PERSON:   MATT McDONALD    TELEPHONE: (405) 426-8250

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### **1. Call to Order**

Nikki Imes called the meeting to order at 1:10 pm at 6925 S. Canton Avenue, Tulsa, OK.

### **2. Roll Call**

Matt McDonald called roll and a quorum was met.

Members present: Shaun Baranowski (1:29 PM), Lecye Doolen, Sarah Foster, Michelle Hernandez, and Nikki Imes.

Members absent: Sarah Hall and Michelle Brunnabend

Staff present: Matt McDonald

Others present: None

### **3. Discussion and Recommendation: Licensure Applications**

- Donna McKinley – Licensed Midwife Application

Michelle Hernandez made a motion to approve for licensure. Lecye Doolen seconded the motion.

Roll Call

Aye: Lecye Doolen, Sarah Foster, Michelle Hernandez, and Nikki Imes.

Motion carries.

- Marina Andaluz – Licensed Midwife Application

Sarah Foster made a motion to approve licensure. Michelle Hernandez seconded the motion.

Roll Call

Aye: Lecye Doolen, Sarah Foster, Michelle Hernandez, and Nikki Imes.

Motion carries.

- Taelor Bueno- Licensed Midwife Application

Michelle Hernandez made a motion to approve licensure. Lecye Doolen seconded the motion.

Roll Call

Aye: Lecye Doolen, Sarah Foster, Michelle Hernandez, and Nikki Imes.

Motion carries.

- Alyssa McKenzie -Licensed Midwife Application

Nikki Imes made a motion to approve licensure with receipt of pharmacology course certificate. Lecye Doolen seconded the motion.

Roll Call

Aye: Lecye Doolen, Sarah Foster, Michelle Hernandez, and Nikki Imes.

Motion carries.

#### **4. Review and Discuss Meeting Minutes from July 10, 2024**

Discussion regarding point seven and making language clearer regarding the requesting or records by the OSDH.

Michelle Hernandez made a motion to accept the minutes with the above correction. Shaun Baranowski seconded the motion.

Roll Call

Aye: Shaun Baranowski, Lecye Doolen, Sarah Foster, Michelle Hernandez, and Nikki Imes.

Motion carries.

#### **5: Notification of Complaint Process, Committee Role in Complaint Process, and Open Meeting Act Guidelines**

OSDH discussed the complaint process regarding complaints received regarding midwife complaints. Complaints can be received through different avenues. If a member of the Committee receives a complaint they will contact the Department. The Department will obtain the complaint from the board member, and it will be submitted to the Enforcement Coordinator. Complaints received by the Department will be forwarded to the Enforcement Coordinator, who will then forward the complaint to the Committee for review.

The Committee will review the complaint as submitted and determine if the complaint falls within the purview of the Midwife statutes and Oklahoma Administrative Code. If the Committee deems that the complaint contains a possible violation of the statutes or rules, the Committee will make a motion to refer the complaint to the OSDH Legal Department. The OSDH Legal Department will be able to obtain records pertaining to the complaint if needed.

Once the complaint has been reviewed by the OSDH Legal Department, a finding of

substantiated or unsubstantiated will be made. The Committee will then recommend any administrative actions on substantiated complaints to the Commissioner, or designee, of the OSDH.

OSDH discussed and reviewed the Open Meetings Act with the Committee. Clarification was made regarding quorum for the Committee, which requires a minimum of 4 members, with 2 licensed midwives being in attendance. A licensed midwife is defined in the statutes and must be licensed under Shepperd's Law.

**6: Notification of Complaints, Incidents, and Licensure Items**

OSDH advised the committee that there are three pending complaints. Two complaints are pending for the Committee's discussion, and one is pending with OSDH.

**7: Review and Recommendations for Complaint Form**

Discussion regarding the OSDH complaint form that is currently utilized for formal complaints made regarding midwifery.

Shaun Baranowski made a motion to add and addendum to the OSDH form, specifically for midwife complaints. Lecye Doolen seconded the motion.

Roll Call

Aye: Shaun Baranowski, Lecye Doolen, Sarah Foster, Michelle Hernandez, and Nikki Imes.

Motion carries.

**Meeting Paused:** 2:25 pm

**Meeting Resumed:** 2:35 pm

**Motion to Enter Executive Session**

A motion was made by Shaun Baranowski to enter Executive Session. Nikki Imes seconded the motion.

Roll Call

Aye: Sarah Foster, Shaun Baranowski, Lecye Doolen, Nikki Imes, and Michelle Hernandez.

Motion carries

**8: Executive Session**

The Advisory Committee on Midwifery entered executive session at 2:37 pm.

The Advisory Committee returned to regular session at 3:36 pm.

Lecye Doolen made a motion to approve the Executive Session minutes from July 10, 2024, with the one requested change being made. Nikki Imes seconded the motion.

Roll Call

Aye: Sarah Foster, Shaun Baranowski, Lecye Doolen, Nikki Imes, and Michelle Hernandez.

Motion carries.

**9: New business (Limited to items not reasonably foreseen 24 prior to meeting)**

No new business.

**10: Adjournment**

The meeting was adjourned at 3:37 pm.