



OKLAHOMA State Department of Health

MINUTES OF REGULAR PUBLIC MEETING

PUBLIC BODY: ADVISORY COMMITTEE ON MIDWIFERY

DATE: WEDNESDAY, APRIL 09, 2025 @ 1:00 PM

LOCATION: OKLAHOMA STATE DEPARTMENT OF HEALTH
123 ROBERT S. KERR, FLOOR 28, OKC, OK 73112

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

.....

1. Call to Order

Nikki Imes called the meeting to order at 1:04 pm at the Oklahoma State Department of Health.

2. Roll Call

Matt McDonald called roll and a quorum was met.

Members present: Shaun Baranowski, Lecye Doolen, Sarah Foster, Nikki Imes, and Michelle Hernandez (1:14 pm).

Members absent: Michelle Brunnabend and Sarah Hall

Staff present: Matt McDonald

Others present: None

3. Review and Approval of Meeting Minutes from November 13, 2024, and December 18, 2024

Shaun Baranowski made a motion to approve the meeting minutes from November 13, 2024, and December 18, 2024. Lecye Doolen seconded the motion.

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

The motion carried.

4. Notification of Complaints (0 New Complaints)

There were no new complaints to report to the committee.

5. Update on Complaint Process

OSDH legal representative, Robert Knoll, was present at the meeting and discussed the complaint process with the council. The Consumer Health Services complaint process was distributed to the council during the meeting. The process for complaints regarding midwives is

written as follows:

“Complaints regarding Midwives shall be presented to the Licensed Midwives Advisory Council for review during their regularly scheduled meetings. The Licensed Midwives Advisory Council shall determine whether the complaint is within the purview of midwives’ rules and laws and if it should be investigated further. The review will be based on the information listed in the complaint and any other documents submitted by the complainant. If needed, the Licensed Midwives Advisory Council may contact the complainant for further information regarding the complaint. Once the complaint has been investigated and a finding is determined, the Licensed Midwives Advisory Council shall notify CHS of any recommended actions on the license or fines per OAC 310:395-9-4.”

The committee asked about requesting more documentation regarding complaints. If the committee requests more information, the enforcement coordinator can request more documents.

The committee has also determined that if the complainant refuses to submit the requested documentation, the complaint will not be heard, unless the alleged infraction is clear.

The council had a question regarding CHS screening the complaints prior to being presented to the board. The complaints are reviewed and determined if the complaint needs to be submitted to the committee, or to another agency/board.

Mr. Noll discussed in detail the process of the complaints from the time they are received through a hearing that can occur based on the complaint and recommendations.

The committee should make recommendations on the rule that has been violated and the recommended sanction to Consumer Health Services. The recommendation will be forwarded to the office of general counsel of the Oklahoma State Department of Health.

As part of the process, the board will need to submit the name of the board member who will assist the general counsel with preparing the complaint and to answer any questions the general counsel may have. The board will recommend a licensed midwife for this process.

Mr. Knoll also left his contact information with the committee.

6. Discussion and Recommendation for Licensure

- Marlita Camacho

Michelle Hernandez made a motion to approve for licensure upon the receipt of her blood borne pathogen certificate and basic life skills completion card. Nikki Imes seconded the motion.

Roll Call

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

Nay: Lecye Doolen

Motion carries.

- Caitlin Balding

Nikki Imes made a motion to approve the application with submission of the transcripts of completion of the IV medication and pharmacology.

The committee began discussing concerns about approving applicants without all of the necessary documentation in front of them. This will have someone other than the committee reviewing and ensuring the class was within the required time frame.

OSDH staff does review the documents submitted, more specifically, the Occupational Licensing Manager, will be the reviewer of the submitted documents if the motion is approved with the stipulation that the necessary paperwork is submitted.

Concerns were brought about timeframes of applicants having to wait if more documentation is required for review. A recommendation was made to call a special meeting if needed to re-review an application. A few members disagreed with this recommendation and feel that the applicant must wait until the next regularly scheduled meeting.

Nikki Imes withdrew the original motion.

Michelle Hernandez made a motion for all the required documentation to be submitted and reviewed at the next meeting, specifically the Certificate of completion of IV medication and pharmacology course in the last 3 years. Sarah Foster seconded the motion.

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

The motion carries.

7. Election of Chair and Vice Chair

The committee then began to discuss the voting for an election of a Chair and Vice Chair. Nikki Imes advised that she is unable to serve as the Chair or Vice Chair if nominated. Michelle Hernandez also advised that she will be unable to serve as the Chair or Vice Chair.

Nikki Imes nominated Sarah Foster as the chair. Michelle Hernandez seconded the nomination.

The comment was made that the Chair needs to be a licensed midwife. After a review of the OAC it does not specify this, it just states a chair will be selected and voted on from it's members.

Shaun Baranowski made a motion to postpone the vote until all members were available.

A vote was then taken on the original motion made regarding Sarah Foster as Chair.

Aye: Nikki Imes, Sarah Foster, and Michelle Hernandez

Nay: Shaun Baranowski and Lecye Doolen

Shaun Baranowski made a motion to postpone the vote for Vice Chair until the following meeting. Nikki Imes seconded the motion.

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

The motion carries.

Some of the committee members began discussing items that are not on the agenda. They were advised that what was being said and discussed was not on the agenda and needed to cease. OSDH staff advised the Chair to adjourn the meeting as the conversations were continuing.

8. New Business (Limited to items not reasonably foreseen 24 hours prior to meeting)

Dr. Sarah Hall can continue to serve on the committee if she is willing to continue. Consumer Health Services will reach out and advise Dr. Hall of this.

The committee also asked if they were able to be reimbursed for travel expenses. This will be forwarded to CHS leadership for guidance.

9. Executive Session (if necessary)

No executive session required.

10. Adjournment

The April 9, 2025, meeting was adjourned at 2:57 pm.