



# Arkansas Board of Hearing Instrument Dispensers

Regular Meeting  
Friday, April 5, 2024, 10:30 a.m.  
Freeway Medical Tower, Little Rock

## Meeting Minutes

### Attendees Present:

- Vicki Howard, Chair & Licensed Hearing Instrument Dispenser
- Randy Fore, Licensed Hearing Instrument Dispenser
- Kerry Shuffield, Secretary/Treasurer & Licensed Hearing Instrument Dispenser
- Nathan Darby, Vice-Chair, Licensed Hearing Instrument Dispenser
- Dr. Kelley Linton, Audiologist
- Phillip Powell
- Timothy Kajdan

### Others Present:

- Kerry Krell, Board Administrator
- Michael Bynum, Board Attorney; AG Office

A quorum was established.

**Call to Order:** The meeting was called to order by the Board Chair Vicki Howard at 10:30 a.m.

### Review of meeting minutes:

- a. February 23, 2024—an error was observed on who made a motion. Randy Fore motioned to approve minutes with corrections; seconded by Kerry Shuffield. Carried without dissent.
- b. March 11, 2024—an error was observed regarding a detail on a date change. Nathan Darby motioned to approve minutes with corrections; seconded by Kerry Shuffield. Carried without dissent.

**Review of Financial Statements:** Randy Fore motioned; seconded by Phillip Powell. Carried without dissent.

**Review of CSA:** Randy Fore motioned; seconded by Nathan Darby. Carried without dissent.

### **Continuing Education Review:**

The Board discussed the content and learning objectives described in the submitted CEU approval request forms. The Board discussed the need to request submitters describe how the course will address the methods and techniques related to the testing and fitting of hearing instruments, as described in the Board rules.

Nathan Darby motioned to update CEU form to request this specific information; seconded by Kerry Shuffield. Carried without dissent.

### **Course Review:**

Hearing Healthcare Instructional Institute:

Nathan motions to not accept Third Party Talk Track and to approve the other two courses; seconded by Kerry Shuffield. Carried without dissent.

Arkansas Hearing Society:

Kerry Shuffield motions to approve course as of April 5, 2024; seconded by Nathan Darby. Carried without dissent.

My Hearing Centers:

The Board discussed the need for more course information on the form that was submitted; specifically course dates. Dr. Kelley motioned to request course date information from the submitter; seconded by Kerry Shuffield. Carried without dissent.

### **Internship Application Review**

#### **Dax Clatworthy Application:**

The Board received Dax Clatworthy's application as part of their packet. The Board discussed the application contents and ambiguity around the location of the internship and co-location of sponsor. The Board also noted missing elements such as employer location, audiometer serial numbers/methods of verification, and expired calibration paperwork. The Board determined a need to request additional information from the applicant and sponsor regarding the internship location and the sponsor's physical location during the internship; updated audiometer serial numbers and calibration paperwork. Kerry Shuffield made a motion to return the application for corrections and clarification; seconded by Dr. Kelley Linton. Carried without dissent.

#### **Sophie Craig Howes Application:**

The Board received Sophie Craig Howes' application as part of their packet. The Board discussed the application contents. The Board noted the need for additional equipment calibrations and official transcripts. Kerry Shuffield motioned to return the application for corrections and additional information; seconded by Randy Fore. Carried without dissent.

### **Internship Status**

#### **Jett Joyner:**

Jett Joyner has been an intern for a year and has failed the IHS exam three times. The Board heard from Loni Briley regarding Jett's commitment to the internship, learning the occupation, and patient care. The Board recognized his desire to continue pursuing licensure; however, Board rules indicate that the internship must start over after three

failed testing attempts. Jett Joyner will need to resubmit an internship application and fee. No vote required due to description provided in Board Rules.

### **CEU Board Review Timeframe Discussion**

The Board discussed the challenges in the timeframe described on the current form and reconciling that timeframe with Board review, approval, and course timing. The Board determined the need to update the CEU form to: remove the 60 day language and replace with “at least 90 days;” add verbiage that describes all courses must be approved by the Board before a licensee can take them for continuing education hours; and add verbiage request learning objectives that align with the methods of testing and fitting hearing instruments. Randy Fore motioned to change the CEU form; seconded by Kerry Shuffield. Carried without dissent.

### **Licensed Dispenser List Public Availability**

Kerry Krell, interim Board administrator, discussed the need for a public list that includes the licensed hearing instrument dispensers in Arkansas. This list may be beneficial to expedite the process for credentialing entities, particularly during license renewal periods. The Board discussed that this information should not be restricted and a public list should be made available. Kerry Shuffield to approve the publication of a list on the ARHID website; seconded by Nathan Darby. Carried without dissent.

### **Mary Jo Morris**

Mary Jo Morris, a former licensee, spoke to the Board and described the personal and health challenges she experienced during the 2020-2021 and 2021-2022 license renewal period. She requested the Board provide leniency in the process of re-acquiring her hearing instrument dispenser license. The Board lawyer indicated that the Board had the discretion to determine if the circumstances that she experienced that eventually led to her lack of renewal were unavoidable. Nathan Darby motioned to require new licensure application process, including IHS testing; seconded by Kerry Shuffield. Motion carried.

### **Executive Session**

The Board went into Executive Session at 12:54 p.m. to discuss the revisions to the Laws portion of the practicum exam. The Board members and Administrator remained in the room. Executive session ended at 12:56 p.m.

### **Laws Exam Vote**

The Board voted to approve the revisions made to the Laws portion of the state practicum exam. Randy Fore motioned to accept the exam; seconded by Timothy Kajdan. Carried without dissent.

**Adjournment:** Randy Fore motioned to adjourn the meeting; seconded by Kerry Shuffield. Carried without dissent.

**Meeting Adjourned at 12:59 p.m.**