

Agenda Item #15.A.




Board of Vocational Nursing and Psychiatric Technicians
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DATE: October 24, 2016

TO: Board Members

FROM: 
Kameka Brown, PhD, MBA, NP
Executive Officer

SUBJECT: Executive Officer's Report – Staffing Update

New Employees

- *Nursing Education Consultant (NEC) – Education Division* – This NEC position was filled by Faye Silverman effective September 7, 2016. She works as an NEC in the Education Division in a “home as headquarters” position. Ms. Silverman previously served as a Dean of Nursing with Brightwood College.
- *Nursing Education Consultant (NEC) – Education Division* – This NEC position was filled by Margarita Valdes effective September 7, 2016. She works as an NEC in the Education Division in a “home as headquarters” position. Prior to retirement, Ms. Valdes served as a Program Director with Unitek College.
- *Supervising Special Investigator (SSI) – Investigations Unit* – This SSI position was filled by Shannan Borton effective September 9, 2016. Ms. Borton works as the SSI in the Investigations Unit. Ms. Borton previously served as a Special Investigator Lead with the Dental Board of California.
- *Staff Services Analyst (SSA) – Evaluations* – This SSA position was filled by Siqi Chen effective September 19, 2016. Mr. Chen works as the Evaluations Analyst in the Evaluations Unit. Mr. Chen previously served as an Office Technician with the Board of Registered Nursing.
- *Office Assistant (OA) – Support Services* – This OA vacancy was filled by Melody McLean effective October 3, 2016. Ms. McLean is new to state service and provides clerical support in the Board's mailroom. Ms. McLean previously served as an Office Assistant with Stewart Title.
- *Staff Services Manager I – Evaluations* – The SSMI vacancy was filled by Jennifer Johnson effective October 3, 2016. Ms. Johnson works as the Manager over the Evaluations Section. Ms. Johnson previously served as a manager with the Department of Health Care Services.
- *Nursing Education Consultant – Education Division* - This NEC position was filled by Beth DeYoung effective October 10, 2016. She works as an NEC in the Education Division in a “home as headquarters” position. Ms. DeYoung previously served as a Director of Nursing at American Career College.

Departures

- Donna Johnson worked as a NEC in the Education Division. Ms. Johnson retired from state service. Her last day with the Board was September 30, 2016.
- Jessica Diez worked as a Program Technician II in the Evaluations Unit. She accepted a promotion with the Department of Food and Agriculture. Her last day with the Board was October 22, 2016.
- Sabrina Gonzales worked as a Management Services Technician in the Complaints Unit. She accepted a promotion at the Board of Registered Nursing. Her last day with the Board was October 28, 2016.

Vacancies

Board staff initiated the recruitment process for the following positions:

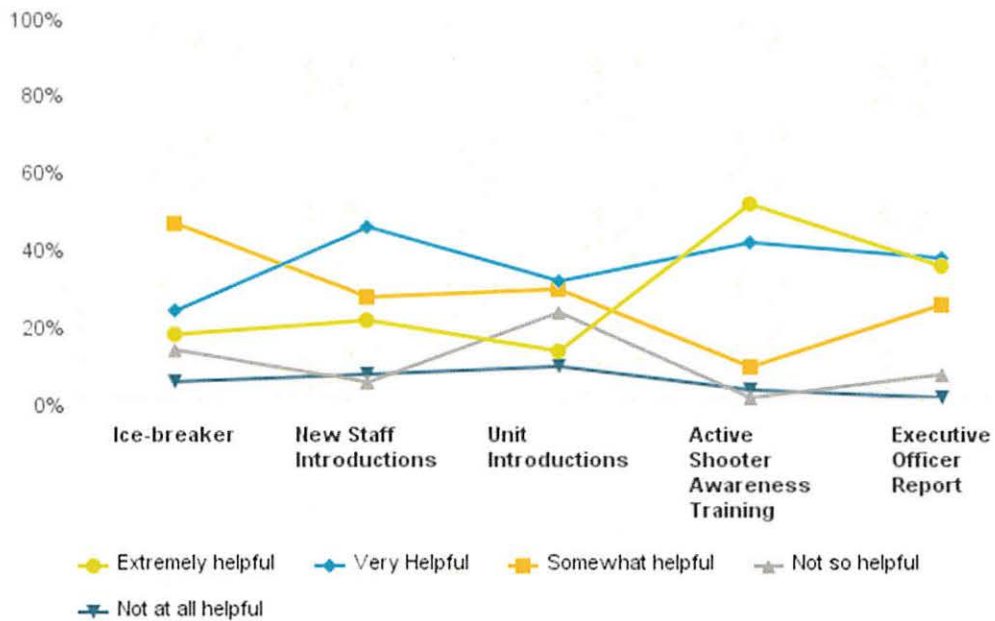
- SSMI (Support Services-new position)
- Supervising Special Investigator (Enforcement)
- Special Investigator (Enforcement)
- Nursing Education Consultant (Education Division – Limited Term)
- Nursing Education Consultant (Education Division)
- Associate Governmental Program Analyst (Leg/Regulations Analyst – Limited Term)
- SSA (Evaluations)
- SSA (Enforcement/Discipline)
- Office Technician (Support Services)
- Management Services Technician (Enforcement/Complaints)
- Management Services Technician (Education)

Quarterly Staff Meeting

Staff participated in their second quarterly staff meeting on September 22, 2016. The agenda included ice breakers, unit introductions, executive officer update and an Active Shooter training. Staff were queried following the survey to provide feedback on the value of the meeting.

Q1 How would you rate the content presented?

Answered: 50 Skipped: 0



Overall, staff found the quarterly meetings valuable. Narrative feedback received included:

"Include more team building and training as a group to improve morale. Possibly guest speakers with positive messaging."

"Team building and familiarization and recognition is a good theme for the next meeting, keeping all good elements mentioned."

"Performance of the entire Board for the year"

"I would like to see some statistics presented to see how much work we are completing."

The Management team will include this feedback in the crafting of the next Quarterly Staff Agenda.