

**SAN DIEGO MESA COLLEGE  
SCHOOL OF HEALTH SCIENCES AND PUBLIC SERVICE  
MEDICAL ASSISTING ADVISORY COMMITTEE MEETING  
MONDAY, MAY 4, 2015, 5:30 PM, TELECONFERENCE**

**Minutes**

**MEMBERS PRESENT:**

Lisa Duncan, Director of Clinical  
Compliance, FHCS  
Sally Murdock, FNP  
Patricia Twyman, RN

**STAFF PRESENT:**

Danielle Lauria, Program Director

1. **CALL TO ORDER:** Meeting was called to order at 5:42pm.
2. **WELCOME/INTRODUCTIONS:** Introductions were made.
3. **APPROVAL OF MINUTES:** Minutes from April 30, 2014 were reviewed and approved as written.
4. **CONTINUING BUSINESS:**
  - A. Program Report:** The program director reported that 27 students started fall 2014 and there are currently 19 (2 male and 17 female) students remaining. All of the students are completing their directed clinical practice hours at various sites. Seven students from HSHMC returned to complete the program, 2 were successful and 5 were unsuccessful. Students who complete the program spring 2015 will sit for the administrative and clinical medical assisting exams with National Healthcareer Association (NHA) on Thursday, May 28, 2015.
  - B. Enrollment Status:** The program director reported that 32 students have been accepted into the program for fall 2015. There are several students currently waitlisted.
  - C. Curriculum Update:** No report.
  - D. Clinical Sites:** The program director reported that she is always looking for new clinical placement sites for the MEDA students.
  - E. Phlebotomy Program:** The program director reported that the phlebotomy program application and materials have been submitted to the state of California Laboratory Field Services. If the program is approved then the first cohort of 16 students will start fall 2015. The program will be one semester with 12 weeks of lecture and lab on campus and 4 weeks of directed clinical practice at Donovan State Correctional Facility.
5. **NEW BUSINESS:**
  - A. New Program:** The program director asked the advisory committee what types of programs were needed in the community. There was discussion regarding

cardiovascular technology, EKG technician, ophthalmic medical assisting and pharmacy technician. The committee recommended doing a hospital and community clinic survey regarding what certificates they would like students to receive.

**6. ANNOUNCEMENTS/ROUNDTABLE:**

A. Lisa Duncan reported that Family Health Centers of San Diego has opened clinics in Sherman Heights and Ibarra elementary school.

**7. NEXT MEETINGS:** A tentative meeting was set for April 26, 2016 at 5:30PM.

**8. ADJOURNMENT:** The meeting was adjourned at 6:15pm