



Board of Behavioral Sciences

# Memo

1625 North Market Blvd., Suite S-200  
Sacramento, CA 95834  
(916) 574-7830, (916) 574-8625 Fax  
[www.bbs.ca.gov](http://www.bbs.ca.gov)

**To:** Board Members

**Date:** August 11, 2023

**From:** Steve Sodergren  
Executive Officer

**Subject:** Organizational Development Report

---

## **BREEZE SYSTEM UPDATES**

During the last quarter, staff worked with the Office of Information Services (OIS) to complete approximately 25 updates to the Breeze system which mostly included the implementation of AB 107 Temporary Military Spouse/Domestic Partner Licenses. Currently, there are about 16 updates waiting to be developed and implemented. The decrease in pending updates is significant as it will make way for long term process improvement projects.

## **PROCESS IMPROVEMENT PROJECT**

DCA's Organizational Improvement Office (OIO) has completed the final draft report. Board staff are reviewing the report the draft report. The final report should be delivered to the Board in September 2023.

## **DIGITIZING RECORDS**

The DCA's Records Imaging Service Unit is continuing the scan and index process, and the process has been approved. As the process continues, we hope to be able to increase the number of boxes sent to the Records Imaging Service Unit per week to at least 500 files per week. BBS staff has now been trained on how to digitally retrieve and transmit files that have been digitized. This means that while the project is ongoing it has now been completed in terms of being able not only to have the files digitized but also BBS staff being able to access and use the digital files. BBS staff, in conjunction with DCA staff will continue moving forward with the process on an ongoing basis.

## **DIVERSITY, EQUITY, AND INCLUSION**

Yeaphana La Marr has been named the chair and Paul Sanchez named co-chair of the Department of Consumer Affairs (DCA) Diversity, Equity, and Inclusion (DEI) Steering Committee.

La Marr is the Chief of Legislation for the Contractors State License Board as well as DCA's tribal liaison. Sanchez is the Executive Officer of the Speech-Language Pathology & Audiology & Hearing Aid Dispensers Board.

On June 20, 2023, DCA's Strategic Organizational Leadership and Individual Development (SOLID) program debut a new DEI video developed for DCA's New Employee Orientation. The New Employee Orientation is geared to equip participants with a consistent baseline of knowledge about DCA and employment with the State of California.

In September of 2022, Governor Gavin Newsom, through Executive Order (N-16-22), strengthened the State's commitment to a "California For All" by directing state agencies and departments to take additional actions to embed equity analysis and considerations into its policies and practices, including but not limited to the strategic planning process.

Previously, SOLID assisted in creating the Board's Strategic Plan, which will not expire until 2026. In compliance with the Governor's DEI mandate, SOLID will be conducting an abbreviated environmental scan and analysis with a DEI-focus for consideration in regard to the Board's existing plan and objectives.

### **STAFF TRAINING**

On August 24<sup>th</sup>, Board staff will be participating in a training session through SOLID titled "Color Lingo". Staff will learn to navigate the diversity in communication preferences by discovering the strengths, values, and needs of individuals. Board staff will continue to work with SOLID to schedule future DEI training sessions in addition to researching vendors for DEI training opportunities.