

Public Session Minutes / Administratively

Approved: New Board Members – On Boarding Training -
Thursday, January 5, 2023

Approximately 12pm – 115pm

LOCATION: Portland State Office Building –Conference Room 407

Attendees: Dr. Zia Robles-Hernandez, Dr. Ryan Martin, Mary-Beth Baptista, Executive Director, Robin Crumpler, Administrative Specialist

- Review of Board Resources – Baptista
 - o Oregon Board of Naturopathic Medicine Member Handbook
 - o Governor’s Overview of Boards, Commissions and Small Entities
 - o Governor’s Board Membership Handbook
 - o Oregon State Board Book
 - o OBNM Affirmative Action Plan

- Office Procedures – MB Baptista & Robin Crumpler, OBNM Administrative Specialist
 - o iPads
 - o Required Documentation – I-9 / Workday
 - o Required State Forms:
 - o Self-Attestation
 - o Authorization Use Personal Vehicle
 - o Travel & Parking Reimbursement
 - o Communication with Board Staff

Board Member Questions / Comments / Clarifications