



Professional Fiduciaries Bureau
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Professional Fiduciaries Bureau Education Sub-Committee Meeting

**Thursday, December 12, 2013
10:00 a.m. – 12:00p.m.**

**Meeting Location:
Myers Urbatsch P.C.
625 Market Street, 4th Floor
San Francisco, CA 94105**

Subcommittee Members Present

Barbara de Vries, Subcommittee Chair
Kevin Urbatsch, Subcommittee Vice Chair
Prescott Cole

Staff Members Present

Julia Ansel, Bureau Chief
Angela Bigelow, Program Analyst

- 1) Call to Order – Barbara de Vries, Subcommittee Chair
- 2) Introductions / Role Call – Julia Ansel, Bureau Chief
- 3) Approval of Minutes of the Education Subcommittee Minutes from the November 19, 2013 Meeting
- 4) Purpose of Subcommittee – Julia Ansel, Bureau Chief
 - Discussion on Committee Developing a Criteria List to Assist Bureau in Evaluating/ Approving Providers
 - Review of Current Laws and Regulations that Pertain to Education
- 5) Internship Discussion – Barbara de Vries, Subcommittee Chair
 - Feasibility of Requiring Internship
 - Feasibility of Continuing Education Provider Requiring Internship
 - Feasibility of the Bureau Requiring Internship
- 6) Specific Subject Matter Requirements for Continuing Education – Prescott Cole
 - Advocacy
 1. Nursing Homes
 2. Residential Facilities
 3. Assisted Living Facilities
 - Spotting Scams

- Government Benefits and Programs
- 7) Practical Component and Increasing Pre-licensing and Continuing Education Hours Requirements – Kevin Urbatsch, Subcommittee Vice Chair
 - Including a Practical Component within the Required Education Hours
 - Specify within the Hours Requirement the Number or Percentage of Hours Required in Each Subject
 - Increase the Number of Required Hours
 - 8) Task to be Completed by Subcommittee Members Prior to the Next Meeting
 - 9) Future Agenda Items
 - 10) Future Meeting Dates
 - 11) Adjournment

Note: The Professional Fiduciaries Bureau Advisory Committee may not discuss or take action on any matter raised that is not included in this agenda. The Committee may however decide to place the matter on the agenda of a future meeting.

Notice: The meeting is accessible to the physically disabled. A person who needs disability-related accommodations or modifications in order to participate in the meeting should make a request no later than five working days before the meeting to the Bureau by contacting Angela Bigelow at (916) 574-7341, angela.bigelow@dca.ca.gov or by sending a written request to the Professional Fiduciaries Bureau, 1625 North Market Blvd., Ste. S-209, Sacramento, California 95834. Requests for further information should be directed to Ms. Bigelow at the same address and telephone number.