

Minutes of the Medical Assisting Advisory Committee Meeting

Time: 9:00am to 10:00am, **Date:** Friday, May 22, 2026 @ 9am

Place: ZOOM

Core Community Committee Members as shown on District approved 2025-2026 Career Technical Education (CTE) Advisory Committee Members List:

- Lisa Arciga - Siyan Clinical
- Judy Dittmer (retired, Shannon Tinsley is proxy) – Providence
- Marco Guzman - Sutter
- Michelle Marble – Kaiser

Core Community Members in Attendance:

- Victoria Hernandez Prado (proxy for Lisa Arcgia) – Siyan Clinical
- Shannon Tinsley (proxy for Judy Dittmer) – Providence
- Marco Guzman - Sutter
- Michelle Marble – Kaiser

Core Members Absent: None

Other Community Members in Attendance: None

SRJC Faculty, Staff, and Administrators in Attendance:

- Tammy Sakanashi (Dean of Health Sciences)
- Kat Slusser (SRJC MA Program Coordinator)
- Jessica Longoria (SRJC Counselor & MA Liaison)
- Rachel Smith (SRJC Director of Workforce Programs and CE Grants)
- Ann Mansfield (SRJC Job Developer)

Invited Guests in Attendance: None

Was there a quorum: Yes

- 1. Call to Order:** Kat Slusser - Opened the meeting at 9:05am
- 2. Welcome/Introductions:** All members, guests, and faculty introduced themselves
- 3. Approval of Minutes of Last Meeting:** All approve as submitted
- 4. Confirmation of Core Members, Committee Chair and updated contact information**
 - Committee Chair - Marco Guzman (Sutter) agrees to remain Chair
 - Committee members who agreed to remain as core members:

- Marco Guzman for Sutter Pacific Medical Foundation (Chair)
- Michelle Marble for Kaiser
- Shannon Tinsley for Providence

5. Public Comments

• Job Growth/Skills Needs –

- Marco (Sutter) –
 - More job growth now, expanding to offer services now from Healdsburg to Novato. This includes primary care, as well as multispecialty care, so Sutter will need to hire more MAs. Hiring 40 more clinicians as well.
 - Need MAs that can do a hybrid role of both front office tasks (insurance, etc) and clinical tasks.
 - Another urgent care clinic opened in Rohnert Park, 8am to 8pm, need on call staff and new staff.
 - Very satisfied with our graduates, they are sharp, and many of our graduates have been hired. Some are even ready for urgent care right away.
 - Need for program accreditation = No need.
 - Certification = Not required, but it is preferred.
 - Phlebotomy = No need.
- Shannon (Providence) -
 - Providence is selling the hospital and all medical clinics in Napa to North Bay Health, so no more students in Napa.
 - 56 Providence offices remain in Sonoma County.
 - Providence is still promoting their MA laddering program, new grads can get hired as an MA1, and apply for promotions every 6 months.
 - Having issues with other MA programs in the area not being accredited. So Providence is not hiring anyone who does not graduate from an accredited program. They can only get hired as an associate MA, but no opportunity to grow.
 - Still very impressed with externs from our program.
 - Have hired 15 doctors recently.
 - One skill needed for MAs is sample dispensing, with a strict workflow protocol that must be followed.
 - Need for program accreditation = No need.
 - Certification = Not required, but preferred. To be hired, the MA does not need to be certified. But in order to be promoted to senior MA or lead MA, the MA must be certified. Providence does prefer the national certification over the state certification.
 - Phlebotomy = Generally no need. Ortho is the only department that uses MAs for phlebotomy, and only specifically for platelet rich plasma (PRP) injections.

- Michelle (Kaiser)
 - Not a lot of growth right now. But specialty programs like geriatrics are growing somewhat, and need MAs.
 - Really happy with the SRJC MA graduates, they like to hire them over students from other programs.
 - Kaiser does like their MAs to be able to do the combo of both the administrative and clinical tasks.
 - Need for program accreditation = No need.
 - Certification = Not required, but it is preferred.
 - Phlebotomy = No need.
- Victoria (Siyan Clinical) –
 - They are growing, with med management, TMS, Spravado medication, therapy, IOP. More providers now.
 - Crisis sensitivity and communication management is needed in MAs. They are trained in handling these situations at the clinic, but would be helpful to have it in school, as well. The JC MA program does do some role playing, listening exercises, empathy training, and basic emergency scenarios, but not extensive crisis intervention training.
 - If an MA extern is interested in a position, they will interview the student and see if they are a good fit.
 - Need for program accreditation = No need.
 - Certification = Not required, but it is preferred.
 - Phlebotomy = No need, but the research department may reopen, which would then require the MAs to do phlebotomy.

6. Unfinished Business:

- None

7. New Business:

- There have been no recent, or significant changes to the JC MA program. We continue to refine small things as needed.
- This combo program will continue to be offered, which consists of both clinical and administrative skills.
- The MA program currently has a maximum of 30 new students every Fall. They continue through Spring, then they are ready to start externship every Summer. They will graduate at the end of the Summer term.
- The MA Coordinator has been attending the health careers classes as a guest lecturer to speak about the MA program.
- The current class is about to start Summer externship, and is graduating 25 students. As of this writing, 19 are enrolled for the Fall 2026 term, with more expected.
- We continue to heavily encourage all graduating students to prepare for and

take a certification exam.

- As a reminder, our MA program is not currently accredited, but SRJC is an accredited educational institution. Accrediting the MA program would require us to shift our curriculum to a national pathway. However, the national content does not align well with the skills that MAs perform in California, or the needs of our local health care organizations. So based on the continued feedback from our clinical partners that MA program accreditation is not wanted or needed, we have no plans to pursue accreditation at this time.
- We will continue to leave phlebotomy out of our MA training program, as the majority of our clinical partners do not need their MAs to perform phlebotomy.

8. Discussion Items:

- None

9. Update From the Dean:

- Health Science department update – Dean Tammy is retiring as of today! (Yay for her, boo for us!) The interim Dean will be Matt Marcovitch.
- College/District update - The college is currently going through a reorganization, due to a deficit of \$10 million. The college administration does not want to lay off people, but instead is really trying to make things more efficient. One way to do this is to overlap Deans in departments that have the same pre-reqs in their classes and programs.
- Health Sciences as a department is still very stable, as far as the individual programs running smoothly. The only change will be the new interim Dean.
- We thank all of our clinical partners for being here because your input is so incredibly valuable to how we shape our health care education for our students.

9. Action Items:

- Next MA Advisory Board Meeting tentatively scheduled for Fri, Dec 18, 2026 from 9-10am on zoom.

10. Adjournment: Meeting was adjourned at 9:40am.