

**NORTH CAROLINA BOARD OF OCCUPATIONAL THERAPY  
May 19, 2014  
MINUTES**

**REGULAR SESSION**

**Time and Place**

The North Carolina Board of Occupational Therapy met in Regular Session in the offices of the Board May 19, 2014 at 9:10 a.m.

**Members Present**

Bill Walsh, Melanee Mills, Russ Stephenson, Dr. Stephen Lang and Denise Donica.

**Others Present**

Charles P. Wilkins, Legal Counsel to the Board and Elizabeth Kirk, Board Administrator.

**Members Absent**

Ron Taylor and Lynn Losada

**Chairperson**

Mr. Walsh, Chair, called the meeting to order at 9:10 a.m.

**Conflict of Interest**

Mr. Walsh called for any conflicts of interest with the meeting agenda. There were no conflicts or potential conflicts.

**Approval of Minutes**

The March 10, 2014 minutes were approved as submitted.

**To-Do List**

The March 10, 2014 to-list was approved as submitted and reviewed.

**Approval of Treasurer's Report**

The treasurer's report for March 1, 2014 through April 30, 2014 was

discussed and approved as submitted.

### **Administrator's Report**

The administrator's report was reviewed and approved as submitted.

### **Legal Services Committee**

Mr. Stephenson reported the Committee reviewed a bill from Broughton Wilkins Sugg & Thompson, PLLC for the months of March and April 2014 for fourteen (12) disciplinary proceedings and were of the opinion the bill was in order. The Board authorized the bill to be paid.

### **OLD BUSINESS**

The Board reviewed correspondence and general information received following the last Board meeting.

### **Strategic Planning Retreat**

The agreed upon date for the retreat has been set for June 6-8, 2014. Mr. Wilkins reported Ms. Cathy Lees is available to be the facilitator. The Board discussed topics for the retreat agenda and will provide a copy of the finalized agenda to the facilitator. Mr. Wilkins informed the Board he contacted the new Board member to advise her of the retreat dates.

### **Documentation of Supervision**

Board staff informed the Board the redrafted chart for supervision documentation has been implemented on the Board's website. The licensee is required to enter in the supervisor or supervisee's license number, name and supervision start and end date which is separated into three columns. The Board agreed to require verification if an OTA adds an OT through the supervision chart by submitting an email to the OT if their name is entered as a supervisor.

### **NC Legislature**

Mr. Wilkins reported that HB 74, which passed the legislature in 2013, provides for a study regarding licensing boards being placed under an "umbrella" and a "sunset provision". The study is in progress. The legislature is also requiring that the Board's rules be reviewed by the Rules Review Commission by May 2016. Mr. Wilkins also reported the results of the audit of North Carolina Occupational Licensing Boards for the year ended 2012 were submitted to the Board on behalf of the Office of the State

Auditor and the Board will receive a copy of the results via email.

### **NEW BUSINESS**

The Board reviewed correspondence and general information received following the last Board meeting as set forth in the agenda.

#### **NBCOT 2014 State Regulatory Conference**

Board members were advised the NBCOT Conference is meeting in Alexandria, VA on October 24-25, 2014.

#### **CAC Public Outreach Meeting**

Board members were advised the CAC Public Outreach is meeting in Washington, DC on May 20-21, 2014.

#### **CAC 2014 Annual Meeting**

Board members were advised the CAC is meeting in Baltimore, MD on October 23-24, 2014. Mr. Stephenson indicated he can attend.

#### **CLEAR 2014 Annual Educational Conference**

Board members were advised CLEAR conference is meeting in New Orleans, LA on September 11-13, 2014.

#### **ACOTE April 2014 Accreditation Actions**

The Board reviewed the April 2014 ACOTE accreditation actions. The Board agreed to contact the Program Director at South College-Asheville and provide a copy of the document prepared by Ms. Donica titled, "What OT Students Need to Know to Work in North Carolina".

#### **Responses to Board actions on CCA Audit**

The Board reviewed two responses from therapists who were disciplined for submitting CCAs that were not approved for the 2013 continuing competence activity audit. The Board advised Board staff on how to handle the responses.

#### **2015 Board meeting dates**

The Board discussed and approved 2015 Board meeting dates. The Board agreed to discuss again at the July Board meeting for input from the absent

Board members.

**Closed Session**

Upon motion duly made, seconded and passed, and pursuant to NCGS 143-318.11(a)(1) and (6) as well as NCGS 143-318.18(6), the Board went into Closed Session at 12:45 p.m.

**Closed Session Report**

Mr. Wilkins reported the Board was advised in Closed Session that he is investigating three pending complaints and four new complaints. One complaint was finalized with a Consent Order. One complaint was dismissed.

The Board reported it reviewed Brian Gorman's Consent Order entered by the Board in May 2013 and his non-compliance with submitting the civil penalty and disciplinary costs to the Board. The Board agreed not to allow Mr. Gorman to renew his license expiring on June 30, 2014 until he has paid the civil penalty and disciplinary costs. The Board will also contact Mr. Gorman's employer and supervisor to discuss his non-compliance.

**Adjournment**

The Open Session adjourned at 1:00 p.m.

**Next Meeting**

The next Regular Session meeting will be held at the office of the Board on July 14, 2014 at 9:00 a.m.

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Bill Walsh, Chair

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Russ Stephenson, Secretary/Treasurer