

**NORTH CAROLINA BOARD OF OCCUPATIONAL THERAPY
May 16, 2016
MINUTES**

REGULAR SESSION

Time and Place

The North Carolina Board of Occupational Therapy met in Regular Session in the offices of the Board May 16, 2016 at 9:00 a.m.

Members Present

Bill Walsh, Melanee Mills, Dr. Stephen Lang, Lynn Losada, Ron Taylor and Denise Donica.

Others Present

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

Members Absent

None

Chairperson

Mr. Walsh, Chair, called the meeting to order at 9:05 a.m.

Mr. Walsh recognized Ms. Donica for her addition to the Roster of Fellows of the AOTA at the recent AOTA meeting in Chicago. ROSTER OF FELLOWS (Est. 1973) recognizes occupational therapists who through their knowledge, expertise, leadership, advocacy, and/or guidance have made a significant contribution over time to the profession with a measured impact on consumers of occupational therapy services and/or members of the Association.

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 21, 2016 minutes were approved as submitted.

To-Do List

The March 21, 2016 to do-list was approved as submitted and reviewed.

Approval of Treasurer's Report

The treasurer's report for March 1, 2016 through April 30, 2016 was discussed and approved as submitted. Mr. Wilkins informed the Board that Board staff has been in communication with various companies about assisting the Board with scanning all the active and inactive licensure files. The Board agreed to use a portion of the reserve funds for this project and to seek several proposals.

Administrator's Report

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

Legal Services Committee

Ms. Donica reported the Committee reviewed a bill from Broughton Wilkins Sugg & Thompson, PLLC for the months of March and April for thirteen (13) disciplinary proceedings and was of the opinion the bills were in order. The Board authorized the bills to be paid.

OLD BUSINESS

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

Strategic Planning Retreat

The Board held a retreat on June 6-8, 2014 at the Rizzo Conference Center in Chapel Hill, NC. The Board reviewed the retreat to-do list developed by Board staff and agreed to continue working on the to-do list.

NC Legislature

Mr. Wilkins reported on proposed laws pending in the North Carolina General Assembly that may affect professional licensing boards.

Online Progress/Online applications/paperless feasibility

The Board received a test version of the online application and agreed to suggest any changes by June 1, 2016. Board staff informed the Board the

application is in its final stages and should go live mid June.

FARB Regulatory Law Seminar/Forum

Board members were advised the 2016 FARB Regulatory Law Seminar is meeting in Chicago, IL on September 29-October 2, 2016 and the 2017 FARB Forum is meeting in San Antonio, TX on January 26-29, 2017.

AOTA Annual Conference

Board members were advised the AOTA Annual Conference met in Chicago, IL on April 7-10, 2016. Mr. Walsh and Ms. Donica attended and reported on the conference.

CLEAR Annual Conference

Board members were advised the CLEAR Annual Conference is meeting in Portland, OR on September 15-17, 2016 and the CLEAR 2017 International Congress is meeting in Melbourne, Australia. Ms. Mills agreed to attend the annual conference.

HB74 – Rules Review Commission Periodic Review of Rules

The Rules Review Commission will review the Periodic Review and Expiration of Existing Rules Report for Submission to the Rules Review Commission and the Board's decision to classify all 52 rules of the Board as necessary without substantive public interest on May 19, 2016. Board staff will attend the Rules Review Commission meeting.

Second Annual Occupational Licensing Agencies Best Practice Seminar

Mr. Wilkins reported the Second Annual Occupational Licensing Agencies Best Practice Seminar was held at the North Carolina State Bar on April 12, 2016.

NBCOT

a. Provider's Request for Pre-Approval of CCA

The Board reviewed NBCOT's request for pre-approval of Navigator, its continuing competence activity. Mr. Conway had submitted more information for the request for CCA pre-approval. Upon motion made, seconded and passed, the Board agreed to approve the NBCOT's Navigator for preapproval as continuing competence activity.

b. 2016 Inaugural State Regulatory Leadership Forum

The 2016 Inaugural State Regulatory Leadership Forum was held in New Orleans, LA on May 11-13, 2016. Mr. Walsh, Mr. Wilkins and Ms. Kirk attended and reported on the conference.

NEW BUSINESS

NCOTA Annual Conference

Board members were advised the NCOTA Annual Conference is meeting in Greensboro, NC on November 4-6, 2016. The Board agreed to provide a one-hour ethics session on Saturday afternoon.

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 1:35 p.m.

Closed Session Report

Mr. Wilkins reported the Board was advised in Closed Session that one complaint was finalized with a Letter of Reprimand and one complaint was finalized with a Consent Order. Three cases were dismissed. Mr. Wilkins is currently investigating five pending complaints and one new complaint.

September 2016 Board meeting

The Board discussed the September 2016 Board meeting. Upon motion made, seconded and passed, the Board agreed to change the September 19, 2016 meeting to September 12, 2016.

Adjournment

The Open Session adjourned at 2:00 p.m.

Next Meeting

The next Regular Session meeting will be held at the office of the Board on July 18, 2016 at 9:00 a.m.

Bill Walsh, Chair

Denise Donica, Secretary/Treasurer