

**NORTH CAROLINA BOARD OF OCCUPATIONAL THERAPY  
SEPTEMBER 16, 2024  
MINUTES**

**REGULAR SESSION**

**Time and Place**

The North Carolina Board of Occupational Therapy met in Regular Session in the offices of the Board on September 16, 2024, at 9:00 a.m.

**Members Present**

Laura Echols, Young Kim, Nicole Blackwell, Sarah Rahman, Dr. Kevin Coates and Danielle Ward.

**Others Present**

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

**Members Absent**

Erica Dolan.

**Chairperson**

Ms. Blackwell, Chair, called the meeting to order at 9:00 a.m.

**Conflict of Interest**

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

**Approval of Minutes**

The July 15, 2024, minutes were approved.

**Approval of Treasurer's Report**

The treasurer's report for July 1, 2024, through August 31, 2024, was discussed and approved as submitted.

**Administrator's Report**

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

### **Legal Services Committee**

Mr. Kim reported the Committee reviewed a bill from Broughton Wilkins Sugg & Thompson, PLLC for the months of July and August 2024 for twenty-two (22) disciplinary proceedings. The total hours worked was 28.60 and the total fees were \$7,150. The Board closed eight disciplinary files following the July 2024 Board meeting and currently has 16 disciplinary files pending. Upon motion made and seconded, the bill was approved for payment.

Mr. Wilkins informed the Board that Ms. Dolan has been experiencing some health issues and has requested to resign from the Board. The Governor's Office has been notified. Ms. Blackwell appointed Sarah Rahman to take Ms. Dolan's place as the newest member of the Legal Services Committee.

### **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 14-16, 2019, 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 bills pending in the North Carolina General Assembly.

### **CLEAR**

#### **a. 2024/2025 Meetings**

Board members were advised the 2024 Annual Meeting is meeting in Baltimore, Maryland on September 16-19, 2024.

Board members were also advised that the 2025 International Congress is meeting in Wellington, New Zealand on December 3-5, 2025.

#### **b. July and August 2024 CLEAR News**

Board members reviewed emails dated May 28, 2024 and June 25, 2024, respectively, regarding the May and June CLEAR news.

## **AOTA**

### **a. 2024 Annual Conference & Expo**

Board members were advised the 2025 Annual Conference & Expo is meeting in Philadelphia, Pennsylvania on April 3-5, 2025.

### **b. Dry needling webinar**

Board members reviewed an email dated August 15, 2024, regarding a dry needling webinar.

### **c. 2024 Draft Model Continuing Competence Requirements**

Board members reviewed an email dated August 27, 2024, regarding the 2024 draft model continuing competence requirements and agree to review to compare to the Board's requirements.

## **NCOTA 2024 Fall Conference**

Board members were advised the NCOTA 2024 Fall Conference is meeting in Fayetteville, North Carolina on November 1-3, 2024. Ms. Blackwell, Ms. Echols and Ms. Rahman agreed to meet after the Board meeting today to discuss the booth and information to be presented at the conference.

## **NBCOT**

### **a. State Regulatory Leadership Forum**

Board members were advised the State Regulatory Leadership Forum met virtually on September 10-11, 2024. The Board agreed for Board staff to contact NBCOT to request for the forum to be offered in-person and virtual in the future.

### **b. State Regulatory E-newsletter**

Board members reviewed an email dated August 14, 2024, regarding the OT State Regulatory E-newsletter.

## **FARB 2024/2025 Conferences**

Board members were advised the Innovation of Competency Conference is meeting in Atlanta, Georgia on September 19-21, 2024. Board members were advised the Annual Meeting is meeting in Denver, Colorado on July 23-26, 2025.

## **OT Compact Updates**

Ms. Ward provided an update to the Board on the progress of the OT compact.

## **NEW BUSINESS**

### **Email from Breena Seganish regarding post-surgical sutures**

Board members reviewed an email dated July 22, 2024, from Ms. Seganish regarding post-surgical sutures and agreed an OT can remove post-surgical sutures under the direction of a surgeon once instructed and competency validated. Provided, the OT shall be trained and competent to remove post-surgical sutures and the OT's competency shall be demonstrated and documented. Additionally, the removal of post-surgical sutures shall be within the OT Plan of Care and shall further the function of the patient.

### **Email from Brooke Soltau regarding DME**

Board members reviewed an email dated August 19, 2024, from Ms. Soltau regarding DME and agreed it is not within the scope of practice of an occupational therapy assistant to fill out a letter of medical necessity for DME.

### **Email from Catherine Moore regarding the 2023 NC HPDS data update**

Board members reviewed an email dated September 6, 2024, from Ms. Moore regarding the 2023 NC Health Professions Data System Update which includes annual licensure data on demographic, practice, and geographic characteristics of 21 NC health professions.

### **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 11:10 a.m.

### **Return to Open Session**

The Board returned to Open Session at 11:30 a.m.

### **Closed Session Report**

#### **Disciplinary Matters**

Mr. Wilkins reported the Board was advised in Closed Session that three disciplinary investigations resulted in dismissals, four resulted in Letters of Reprimand and 16 cases are currently being investigated.

### **Adjournment**

The Open Session adjourned at 11:30 a.m.

### **Next Meeting**

The next Regular Session meeting will be held at the office of the Board on November 18, 2024, at 9:00 a.m.

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Nicole Blackwell, Chair

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Sarah Rahman, Secretary/Treasurer