

**NORTH CAROLINA BOARD OF OCCUPATIONAL THERAPY
MAY 19, 2025
MINUTES**

REGULAR SESSION

Time and Place

The North Carolina Board of Occupational Therapy met in Regular Session in the offices of the Board on May 19, 2025, at 9:00 a.m.

Members Present

Nicole Blackwell, Laura Echols, Sarah Rahman, Young Kim, Brad Myers and Danielle Ward.

Others Present

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

Members Absent

Dr. Kevin Coates.

Chairperson

Ms. Blackwell, Chair, called the meeting to order at 9:15 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 March 24, 2025, minutes were approved.

Approval of Treasurer's Report

The treasurer's report for March 1, 2025, through April 30, 2025, 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 March and April 2025 for twelve (12) disciplinary proceedings. The total hours worked was 16.90 and the total fees were \$4,225. The Board closed five disciplinary files following the March 2025 Board meeting and currently has 14 disciplinary files pending. Upon motion made and seconded, the bill was approved for payment.

OLD BUSINESS

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

Strategic Planning Conference

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. The Board also agreed to table a conference in 2025 to discuss the OT compact.

NC Legislature

Mr. Wilkins reported on bills pending in the North Carolina General Assembly.

CLEAR

a. 2025 Meetings

Board members were advised the 2025 Annual Meeting is in Chicago, Illinois on September 15-18, 2024. Ms. Ward may attend.

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

b. March and April 2025 CLEAR Update

Board members reviewed an email dated March 25, 2025 and April 29, 2025, respectively, regarding the March and April 2025 CLEAR updates.

c. 2025-2026 Renewal Notice

Board members reviewed an email dated April 1, 2025 regarding the 2025-2026 renewal notice and agreed to renew its membership with

CLEAR.

AOTA

a. 2025 Annual Conference & Expo

Board members were advised the 2025 Annual Conference & Expo met in Philadelphia, Pennsylvania on April 3-5, 2025. Mr. Kim and Ms. Rahman attended and reported on the conference.

b. April 2025 ACOTE Actions

Board members reviewed an email dated May 5, 2025 regarding the April 2025 ACOTE Actions.

c. State Affairs Newsletter

Board members reviewed an email dated March 26, 2025 regarding the State Affairs Newsletter.

NBCOT

a. Presentation Request

Representatives from NBCOT provided a presentation to the Board regarding various updates and information on NBCOT.

b. State Regulatory Forum

Board members were advised the NBCOT State Regulatory Forum will be held virtually on September 9-10, 2025.

c. Important News

Board members reviewed an email dated April 23, 2024 regarding important news from NBCOT.

d. Outreach with Primary Board Administrators

Board members reviewed an email dated April 25, 2025 regarding outreach with primary board administrators.

NCOTA 2025 Fall Conference

Board members were advised there are more details to come regarding the NCOTA 2025 Fall Conference.

FARB 2025 Annual Meeting

Board members were advised the Annual Meeting is in Denver, Colorado on July 23-26, 2025.

OT Compact Updates

Ms. Ward provided an update on the progress of the OT compact. Board staff contacted the NC SBI regarding the background check process and informed the Board a response has not been received. Board staff will also meet with IT to get feedback on how this process can be implemented with the current database system. The Board agreed to assess a fee for the application process and discuss this further at a future meeting.

Response to John Elam regarding extracorporeal shockwave therapy

Board members reviewed an email dated March 24, 2024, from Mr. Wilkins to Major Elam regarding extracorporeal shockwave therapy.

Response to Eunice Nirmal regarding OT in primary care

Board members reviewed an email dated March 24, 2025, from Mr. Wilkins to Ms. Nirmal regarding OT in primary care.

Response to Jillian Todero regarding consent for screening

Board members reviewed an email dated March 24, 2025, from Mr. Wilkins to Ms. Todero regarding consent for screening.

NEW BUSINESS

Email from Lisa Griffith regarding CCAs

Board members reviewed an email dated March 26, 2025, from Ms. Griffith regarding health issues and completing CCAs and agreed to allow her to renew in 2025 without the required CCAs and add the CCAs to her 2026 renewal requirements.

Email from Catherine Moore regarding request for data

Board members reviewed an email dated March 28, 2025, from Ms. Moore regarding a request for data and agreed the NC Health Professions Data System (HPDS) at the Cecil G. Sheps Center for Health Services Research provide the information in aggregate form for Bladen, Brunswick, Columbus, New Hanover and Pender counties for the years 2018 to present that does not allow the identification of individual providers or their addresses.

Email from Morgan McCall-Evans regarding wound care

Board members reviewed emails to and from Ms. McCall-Evans regarding wound care and agreed a Nurse Educator or PT Therapy Educator may sign a simulation lab for wound care checklist attesting that the OT or OTA

completed the items on the checklist and may attest to the OT's competence in wound care but cannot attest to the competence of the OTA. The competence of the OTA is determined by the OTA's supervising OT.

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 11:55 a.m.

Return to Open Session

The Board returned to Open Session at 12:00 p.m.

Closed Session Report

Disciplinary Matters

Mr. Wilkins reported the Board was advised in Closed Session that 13 cases are currently being investigated.

Adjournment

The Open Session adjourned at 12:00 p.m.

Next Meeting

The next Regular Session meeting will be held at the office of the Board on July 21, 2025, at 9:00 a.m.

Nicole Blackwell, Chair

Sarah Rahman, Secretary/Treasurer