

**NORTH CAROLINA BOARD OF OCCUPATIONAL THERAPY  
July 18, 2016  
MINUTES**

**REGULAR SESSION**

**Time and Place**

The North Carolina Board of Occupational Therapy met in Regular Session in the offices of the Board July 18, 2016 at 9:00 a.m.

**Members Present**

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

**Others Present**

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

**Members Absent**

Lynn Losada

**Chairperson**

Mr. Walsh, Chair, called the meeting to order at 9:10 a.m. Mr. Walsh recognized Ms. Tommianne Haithcock, previous Board member and Board Chair, and her OTA class from Pitt Community College who were in attendance.

**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 May 16, 2016 minutes were approved as submitted.

**To-Do List**

The May 16, 2016 to do-list was approved as submitted and reviewed.

**Approval of Treasurer's Report**

The treasurer's report for July 1, 2015 through June 30, 2016 was discussed and approved as submitted.

### **Approval of 2016-17 Budget**

The 2016-17 budget was discussed and the Board agreed to review in Closed Session.

### **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 May and June for nine (9) disciplinary proceedings and was of the opinion the bills were in order. The Board authorized the bills to be paid.

### **Special Legal Legislative Services on PED Study and Dental Board Case**

Mr. Wilkins requested the Board consider a request from Broughton, Wilkins, Sugg & Thompson, PLLC for additional special legal fees for working on the PED study and Dental Board case. The Board agreed to discuss this item in Closed Session.

## **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**

Board staff informed the Board that online applications went live on the Board's website on July 1, 2016. Mr. Wilkins also informed the Board that Board staff is currently working with a company to scan all the active and inactive licensure files. Board staff informed the Board that IT services will be working on creating a reactive website. The Board agreed to review the website and provide recommendations for updates to Board staff prior to the September 2016 Board meeting.

## **AOTA**

### **a. Annual Conference**

Board members were advised the AOTA Annual Conference is meeting in Philadelphia, PA on March 30-April 2, 2017. Mr. Walsh and Ms. Donica agreed to attend.

### **b. Letter regarding case management**

The Board reviewed a letter dated June 9, 2016 regarding case management. The Board agreed to review the AOTA Model Practice Act for future rule changes.

### **c. AOTA Position Paper on Continuing Professional Development**

The Board reviewed an email dated June 24, 2016 seeking feedback on the draft of the new AOTA Position Paper on Continuing Professional Development. Mr. Taylor agreed to submit a response to the survey.

## **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 and Mr. Wilkins agreed to attend the annual conference.

## **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 5-10 minute session on Board updates and a one-hour ethics session.

## **HB74 – Rules Review Commission Periodic Review of Rules**

The Rules Review Commission reviewed 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 attended the Rules Review Commission meeting and informed the Board that all 52 rules were

approved as classified as necessary without substantive public interest.

## **NBCOT**

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

The Board reviewed an email from Shaun Conway, Senior Director of External and Regulatory Affairs, acknowledging the Board's approval of the NBCOT's Navigator for preapproval as continuing competence activity. Mr. Conway asked the Board to provide a brief article highlighting the Board's decision to accept the NBCOT's Navigator. The Board agreed not to provide a brief article advocating the Board's decision.

### **b. OT Regulator E-Newsletter June 2016**

The Board reviewed the June 2016 E-Newsletter contained in an email dated June 16, 2016.

## **NEW BUSINESS**

### **2014 NC Health Professions Data Book**

The Board reviewed the annual percent growth in Occupational Therapists and Occupational Therapy Assistants from 2006-2014 contained in the 2014 NC Health Professions Data Book provided by the Cecil G. Sheps Center for Health Services Research at the University of North Carolina at Chapel Hill.

### **2017 Board meeting dates**

The Board discussed and approved the 2017 Board meeting dates.

### **Election of Board Officers**

The Board discussed reappointments for Board members. Mr. Wilkins agreed to contact Boards and Commissions regarding the expired terms for Board members. Elections were held. Board members were nominated and elected as follows: Bill Walsh was elected Chair, Ron Taylor was elected Vice Chair and Denise Donica was elected Secretary/Treasurer.

### **Question regarding Energy Conservation**

The Board reviewed an email dated July 1, 2016 from Teresa Wiles regarding the definition of energy conservation and whether it would include breathing exercises. Upon motion made, seconded and passed, the Board agreed, as with all areas of OT services, an OT should know what an OTA is competent to do to treat the patient pursuant to the plan of care and if there

is any question to communicate with the OTA. Based upon the above, the Board did not believe it was necessary or beneficial to attempt to define or determine whether “breathing exercises” come within “energy conservation”.

### **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 12:20 p.m.

### **Closed Session Report**

Mr. Wilkins reported the Board was advised in Closed Session that four cases were dismissed. Mr. Wilkins is currently investigating three pending complaints. The Board reviewed the 2016-17 Budget. Upon motion made, seconded and passed, the Board agreed to approve the 2016-17 Budget. The Board also reviewed the request from Broughton, Wilkins, Sugg & Thompson, PLLC (BWST) for additional special legal fees for working on the PED study and Dental Board case. The Board agreed to review its current contract with BWST and continue discussion of the special legal fees request at the September 2016 Board meeting.

### **Adjournment**

The Open Session adjourned at 2:10 p.m.

### **Next Meeting**

The next Regular Session meeting will be held at the office of the Board on September 12, 2016 at 9:00 a.m.

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Bill Walsh, Chair

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Denise Donica, Secretary/Treasurer