

**NORTH CAROLINA BOARD OF OCCUPATIONAL THERAPY
July 10, 2017
MINUTES**

REGULAR SESSION

Time and Place

The North Carolina Board of Occupational Therapy met in Regular Session in the offices of the Board July 10, 2017 at 9:00 a.m.

Members Present

Ron Taylor, Dr. Stephen Lang, Lynn Losada, Danielle Ward and Denise Donica.

Others Present

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

Members Absent

Bill Walsh and Jessica Lowery.

Chairperson

Mr. Taylor, Vice-Chair, called the meeting to order at 9:10 a.m.

Conflict of Interest

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

Approval of Minutes

The May 15, 2017 minutes were approved.

To-Do List

The May 15, 2017 to do-list was approved as submitted and reviewed.

Approval of Treasurer's Report

The treasurer's report for May 1, 2017 through June 30, 2017 was discussed

and approved as submitted.

Approval of 2017-18 Budget

The 2017-19 budget was discussed and approved as submitted.

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 2017 for fifteen (15) disciplinary proceedings. The total hours worked was twenty-one (21) and the total fees are \$5,250. The Board closed six (6) disciplinary files following the May Board meeting and currently has seven (7) 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 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. The Board will hold a retreat on July 28-30, 2017 at the Rizzo Conference Center in Chapel Hill, NC and Board staff agreed to prepare the finalized agenda.

NC Legislature

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

Online Progress

Board staff informed the Board that an online complaint form is being developed and will be available for review at the Strategic Planning Retreat.

CLEAR Annual Conference

Board members were advised the CLEAR Annual Educational Conference is meeting in Denver, Colorado on September 13-16, 2017, the 2017 International Congress is meeting in Melbourne, Australia on November 16-17, 2017 and the 2018 Winter Symposium is meeting in Scottsdale, Arizona on January 10, 2018. Ms. Losada agreed to attend the annual conference in Denver.

CAC Annual Conference

Board members were advised the CAC Annual Conference is meeting in Denver, Colorado on September 13-16, 2017. Ms. Ward agreed to attend the annual conference in Denver.

AOTA

a. 2018 Annual Conference

Board members were advised the AOTA Annual Conference is meeting in Salt Lake City, Utah on April 19-22, 2018.

b. Webinar regarding telehealth

Board members were advised the AOTA webinar regarding telehealth took place on June 6 and 7, 2017.

c. Email/report on residency for OTs

The Board reviewed an email dated May 14, 2017 regarding residency for OTs. The Board agreed to discuss this topic at the 2017 Strategic Planning Retreat.

NCOTA Fall Conference

Board members were advised the NCOTA Fall Conference is meeting in Raleigh, North Carolina on November 10-12, 2017.

Email regarding Sheps NC Health Workforce website

The Board reviewed an email dated June 14, 2017 regarding the Sheps NC Health Workforce website.

NEW BUSINESS

Email from Margie Moton regarding ID badges

The Board reviewed an email dated June 6, 2017 regarding identification badges. Upon motion made, seconded and passed, the Board agreed NC General Statute 90-640 and the Board's Rule .0301(c) do not permit the

Board to grant a collective request for licensees to use their first name/title only on their name badge. Each individual licensee will have to make their own request to the Board for that authority.

Email from LexisNexis requesting Board licensee roster

The Board reviewed an email dated June 16, 2017 regarding a request from a company LexisNexis that the Board provide it with an electronic roster of occupational therapists and occupational therapy assistants in North Carolina, including, Name, Practice Address, Phone Number, Fax Number, License Number, Issued Date, Expiration Date and License Status. The purpose for the request was stated to be so LexisNexis can maintain a database for its clients, such as insurance payers and healthcare networks.

Following discussion, the decision was Tabled for discussion at the Board's September meeting to give the Board an opportunity to review court opinions; determine what other North Carolina licensing boards do in this situation; and consider its options.

2018 Board meeting dates

The Board discussed and approved the 2018 Board meeting dates: January 15, 2018, March 19, 2018, May 21, 2018, July 9, 2018, September 17, 2018 and November 12, 2018.

Election of Board Officers

Elections were held. Board members were nominated and elected as follows: Denise Donica was elected Chair, Ron Taylor was elected Vice Chair and Danielle Ward was elected Secretary/Treasurer.

Designation of Funds

Upon motion made, seconded and passed, the Board agreed to designate funds of \$100,000 for potential future legal proceedings and that the Board purchase a Certificate of Deposit for that purpose with those funds.

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 11:45 a.m.

Closed Session Report

Mr. Wilkins reported the Board was advised in Closed Session that two cases were dismissed, five cases were resolved by Consent Orders and one case will be continued for the September meeting. Mr. Wilkins is currently investigating five additional complaints.

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 September 18, 2017 at 9:00 a.m.

Ron Taylor, Vice-Chair

Denise Donica, Secretary/Treasurer