

**NORTH CAROLINA BOARD OF OCCUPATIONAL THERAPY
NOVEMBER 13, 2023
MINUTES**

REGULAR SESSION

Time and Place

The North Carolina Board of Occupational Therapy met in Regular Session in the offices of the Board on November 13, 2023 at 9:00 a.m.

Members Present

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

Others Present

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

Members Absent

None.

Chairperson

Ms. Echols, Chair, called the meeting to order at 9:10 a.m.

Conflict of Interest

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

Approval of Minutes

The September 18, 2023 minutes were approved.

Approval of Treasurer's Report

The treasurer's report for September 1, 2023 through October 31, 2023 was discussed and approved as submitted.

Administrator's Report

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

Legal Services Committee

Ms. Dolan reported the Committee reviewed a bill from Broughton Wilkins Sugg & Thompson, PLLC for the months of September and October 2023 for fourteen (14) disciplinary proceedings. The total hours worked was 28.30 and the total fees are \$7,075. The Board closed four disciplinary files following the September 2023 Board meeting and currently has fourteen 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 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. 2023 Annual Meeting

Board members were advised the 2023 Annual Meeting met in Salt Lake City, Utah on September 27-30, 2023. Ms. Dolan, Ms. Rahman and Ms. Ward attended and reported on the conference.

b. 2024 Winter Symposium

Board members were advised the 2024 Winter Symposium is meeting in Tucson, Arizona on January 10, 2024.

c. 2024 Annual Meeting

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

d. CLEAR News September 2023

Board members reviewed an email dated September 30, 2023

regarding the September 2023 CLEAR news.

AOTA

a. 2024 Annual Conference & Expo

Board members were advised the 2024 Annual Conference & Expo is meeting in Orlando, Florida on March 21-23, 2024. Ms. Blackwell and Ms. Echols agreed to attend.

b. Fall 2023 State Affairs Newsletter

Board members reviewed an email dated October 6, 2023 regarding the Fall 2023 State Affairs Newsletter.

NCOTA Fall Conference

Board members were advised the NCOTA 2023 Fall Conference met in Salisbury, North Carolina on November 3-5, 2023. Ms. Echols, Ms. Blackwell, Ms. Dolan and Ms. Rahman attended and presented during the conference.

NCBOT

a. 2023 Certification Databook

Board members reviewed an email dated October 2, 2023 regarding the 2023 Certification Databook.

b. Announcement to OT Regulators

Board members reviewed an email dated October 5, 2023 regarding an announcement to OT state regulators to changes to the NBCOT's team.

c. OT State Regulatory E-newsletter

Board members reviewed an email dated October 11, 2023 regarding the OT State Regulatory E-newsletter.

FARB

a. 2024 Forums

Board members were advised of the various FARB forums in 2024.

b. Fall 2023 Newsletter

Board members reviewed an email dated October 24, 2023 regarding the Fall 2023 Newsletter.

OT Compact Updates

Ms. Ward provided an update to the Board on the progress of the OT compact. Board staff agreed to post the two draft OTCC rules on the Board's website as required by the OT Compact legislation.

NEW BUSINESS

Discussion on Board social event

The Board discussed scheduling a holiday social event for the Board and Board staff and agreed to schedule an event following the January 8, 2024 Board meeting.

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 11:00 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 two disciplinary investigations resulted dismissal of the complaints, three resulted in a Letter of Reprimand and twelve 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 January 8, 2024 at 9:00 a.m.

Laura Echols, Chair

Nicole Blackwell, Secretary/Treasurer