

**NORTH CAROLINA BOARD OF OCCUPATIONAL THERAPY
NOVEMBER 17, 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 November 17, 2025, at 9:00 a.m.

Members Present

Nicole Blackwell, Sarah Rahman, Young Kim and Danielle Ward.

Others Present

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

Members Absent

Laura Echols, Brad Myers and Dr. Kevin Coates.

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 September 22, 2025, minutes were approved.

Approval of Treasurer's Report

The treasurer's report for September 1, 2025, through October 31, 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 September and October 2025 for fifteen (15) disciplinary proceedings. The total hours worked was 32.10 and the total fees were \$8,025. The Board closed six disciplinary files following the September 2025 Board meeting and currently has 17 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.

NC Legislature

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

CLEAR

a. 2026 Meetings

Board members reviewed an email dated October 2, 2025, regarding CLEAR 2026 meetings.

b. October 2025 CLEAR News

Board members reviewed an email dated October 28, 2025, regarding the October 2025 CLEAR news.

AOTA 2026 Annual Conference & Expo

a. 2026 Annual Conference & Expo

Board members were advised the 2026 Annual Conference & Expo is meeting in Anaheim, California on April 23-25, 2026. Ms. Blackwell, Ms. Echols, Mr. Kim and Ms. Rahman may attend.

b. Fall 2025 State Affairs Newsletter

Board members reviewed an email dated October 9, 2025, regarding the Fall 2025 State Affairs Newsletter.

NBCOT State Regulatory Forum

a. State Regulatory E-newsletter

Board members reviewed an email dated October 9, 2025, regarding

the OT State Regulatory E-newsletter.

b. Important News

Board members reviewed an email dated October 21, 2025, regarding important news.

NCOTA 2025 Fall Conference

Board members were advised the NCOTA 2025 Fall Conference was held in Charlotte on October 24-25, 2025. Ms. Blackwell and Ms. Rahman reported on the conference.

FARB Announcements

Board members reviewed a flyer from FARB regarding various announcements.

OT Compact Updates

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

Response to Marisa Oberstein regarding the "Promote OT Challenge"

Board members reviewed an email dated September 24, 2025, from Ms. Kirk to Ms. Oberstein regarding the "Promote OT Challenge".

Response to Samantha Morrell regarding specimen collection

Board members reviewed an email dated September 24, 2025, from Ms. Kirk to Ms. Morrell regarding specimen collection.

NEW BUSINESS

Periodic Review of Rules

Board members reviewed the timeline and rules chart provided by Board staff for the periodic review of rules required by House Bill 74. Upon motion made, seconded and passed, the Board agreed all rules of the Board of Occupational Therapy are necessary. Ms. Kirk informed the Board that the chart will be filed with the Rules Review Commission to begin the rules process.

Email from Skylar Little/AOTA regarding request for email addresses

Board members reviewed emails from Ms. Little through AOTA regarding a request for email addresses. The Board agreed to table this discussion for

its January 2026 meeting and review the contract with NCOTA regarding a similar request.

Email from Sheena Cannady regarding supervision

Board members reviewed an email dated November 3, 2025, from Ms. Cannady regarding supervision and agreed send Rule .0103(21) and allow her to provide more information specific to the situation after reviewing that rule.

Email from Bryce Bartlett regarding reassessment documentation

Board members reviewed an email dated November 6, 2025, from Mr. Bartlett regarding reassessment documentation and agreed to send him Rule .0905, specifically Rule .0905(4)(c), .0905(5)(c) and .0905(7)(b) which includes the OTA's responsibilities.

NCOTA's suggested Practice Act/Rules changes

Board members reviewed and discussed NCOTA's suggested changes to the Practice Act and Rules and agreed with the suggested changes and will consider when to begin the rules review process with the Rules Review Commission.

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 11:20 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 fourteen 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 12, 2026, at 9:00 a.m.

Nicole Blackwell, Chair

Sarah Rahman, Secretary/Treasurer