



BOARD MEETING MINUTES

Thursday, February 7, 2019 and Friday, February 8, 2019

Board Member(s) Present

Richard Bookwalter – President
Sharon Pavlovich – Vice President
Denise Miller
Beata Morcos

Board Staff Present

Heather Martin, Executive Officer
Jeff Hanson, Enforcement Manager
Jody Quesada, Analyst
Reza Pejuhesh, Legal Counsel

Thursday, February 7, 2019

9:30 am - Board Meeting

1. Call to order, roll call, establishment of a quorum.

The meeting was called to order at 9:45 a.m., roll was called, a quorum was established. Laura Hayth and Jeff Ferro were absent.

2. President's Remarks – Informational only; no Board Action to be taken.

President Richard Bookwalter thanked CSU Dominguez Hills for their hospitality and generosity for hosting the meeting. He also and congratulated Board member Beata Morcos on her reappointment and the new addition to her family.

President Bookwalter reported that he participated in the quarterly teleconference meeting held by the Department of Consumer Affairs (DCA) for Board/Bureau Presidents and Vice Presidents. The meeting is led by Director Dean Grafilo, Deputy Director Chris Castrillo, Office of Board and Bureau Services and Deputy Director Dennis Cuevas-Romero, Division of Legislative Affairs. One of the main topics of the meeting was an Executive Officer salary study that DCA will release the findings of as soon as they are available.

President Bookwalter reported that he, Vice President Sharon Pavlovich and Executive Officer Heather Martin participated in the January 10th meeting hosted by DCA to discuss the new Governor's proposed budget. Included is a substantial increase in personnel for Boards and Bureaus, to be used to streamline the discipline process throughout DCA. Mr. Bookwalter expressed his hope that the California Board of Occupational Therapy will be positively impacted if the staff increase is approved by the legislature.

Mr. Bookwalter mentioned that he and Ms. Pavlovich would be presenting on behalf of the Board at the Occupational Therapy Association of California (OTAC) Spring Symposium and that the American Occupational Therapy Association's (AOTA) annual conference would be held in Louisiana April 4-7, 2019.

Mr. Bookwalter asked if the Board members had any objection to the agenda items being shuffled to accommodate the availability of members of the public that wish to participate. There were no objections.

CONVENE CLOSED SESSION (took place on Day 2)

3. Board Member Remarks – Informational only; no Board Action to be taken.

There were no Board Member remarks.

4. Public Comment session for items not on the agenda.

*Please note: The Board may not discuss or take action on any matter raised during this public comment session, except to decide whether to place the matter on the agenda of a future meeting.
[Government Code Sections 11125 and 11125.7(a)]*

There were no comments from the public.

5. Review and vote on approval of the October 24-25, 2018, Board meeting minutes.

President Bookwalter asked that Board staff correct the 'President's Remarks' on page one of the draft minutes to better reflect his statement. Mr. Bookwalter said his statement should read that Kaiser Santa Clara is Northern California Kaiser's only locked psychiatric unit.

Denise Miller asked a few clarifying questions pertaining to topics referred to in the October 24-25, draft minutes and if they would be addressed during the current meeting. Executive Officer Heather Martin confirmed that all would be addressed except for AB 2221 which would be assigned to the Practice committee.

Ms. Miller asked Heather Kitching, President of OTAC, if Sabrena McCarley of OTAC would be in attendance to bring forth any new language or updates regarding the Medicare Part A reimbursement model. Ms. Kitching stated that she would do her best to find out if there was new language available.

- Beata Morcos moved to accept the minutes with requested edits.
- Denise Miller seconded the motion.

Public Comment

There was no public comment.

VOTES	Richard Bookwalter	Sharon Pavlovich	Denise Miller	Beata Morcos
	Y	Y	Y	Y

The motion passed.

- Discussion and possible action on the updated Board Administrative Manual.

The Board members reviewed the version with track changes that was a result of the October Board meeting.

- Beata Morcos moved to accept the changes made to the Board Administrative Manual.
- Sharon Pavlovich seconded the motion.

President Bookwalter thanked Board staff for the provided a fillable pdf task log.

VOTES	Richard Bookwalter	Sharon Pavlovich	Denise Miller	Beata Morcos
	Y	Y	Y	Y

The motion passed.

- Information from Legal Counsel on meeting requirements resulting from passage of AB 2958.

Legal Counsel Reza Pejuhesh reviewed a supplied chart that outlines the differences between Board meetings and Ad Hoc/Committee meetings.

President Bookwalter asked if legislative changes are needed. Mr. Pejuhesh stated that this was informational.

Ms. Miller thanked Mr. Pejuhesh because it showed that the Board was and has been in line with meeting requirements.

Ms. Martin advised that if there is a technological issue that prevents members of the public from calling in to the meeting, it would have to be cancelled.

Mr. Pejuhesh clarified that a primary physical location has to be identified and a quorum must be present at that primary location.

Ms. Miller asked Mr. Pejuhesh to research and clarify whether there can be more than one noticed primary location that the public can attend.

Public Comment

There was no public comment.

8. Information from Legal Counsel pertaining to the effect of conflicts resulting from inconsistency between statutes and regulations.

Legal Counsel Reza Pejuhesh gave a verbal overview of the difference between Statute and Regulations and the fact that if ever there is conflict between Statute and Regulation, Statute prevails.

Mr. Pejuhesh stated that in his opinion AB 2221 and the resulting removal of 'post professional' causes no direct conflict because the regulations are still interpreting the statute. The Regulations still have the force of law.

Alternatively, Mr. Pejuhesh commented that AB 2138 takes effect July 2020, allowing CBOT enough time to update the regulations because there is direct conflict between Statute and Regulation in that situation. Additionally, Mr. Pejuhesh researched and informed the Board of the option to promulgate Emergency Regulations, which calls for immediate action to avoid serious harm. The process takes about 6 months until the time that the regulations can be implemented.

Public Comment

Chuck Willmarth, Director, Health Policy and State Affairs, AOTA urged the Board to proceed with whatever rulemaking is necessary to address the removal of post professional from the statute.

Heather Kitching, President of OTAC agreed.

Lisa Hiestand, OTAC Treasurer agreed.

Denise Miller encouraged the Associations to move forward with their survey posthaste because time is of the essence for the Board to do their job.

President Bookwalter asked that Ms. Martin and Mr. Pejuhesh collaborate on language that would implement the removal of post professional as set forth in AB 2221.

- Sharon Pavlovich moved to instruct the Executive Officer and Legal Counsel to propose regulatory language to comply with the post professional provision.
- Beata Morcos seconded the motion.

Public Comment

There was no public comment.

VOTES	Richard Bookwalter	Sharon Pavlovich	Denise Miller	Beata Morcos
	Y	Y	Y	Y

The motion passed.

Public Comment

Chuck Willmarth urged the Board to take in to consideration the documentation a student would need to submit to prove Advanced Practice (AP) education during the application process.

Ms. Martin explained that Board staff uses transcripts for students.

Mr. Bookwalter asked to see a before and after application

Additional members of the public asked clarifying questions regarding AP courses and hours earned toward AP.

Ms. Martin recommended that the schools submit courses for their students because it is easier for the schools to articulate the depth and breadth of how the offered course relates to the advanced practice education requirements.

Lora Woo asked if there is a current list of approved courses.

Ms. Martin explained how there is not a current list because course content changes so frequently and the providers don't regularly update the Board with course content revisions as required.

9. Consideration and possible action of approving proposed regulatory language to amend Title 16, CCR section 4110 (Application), section 4146 (Definitions), section 4147 (Disciplinary Guidelines), 4149 (Other Actions Constituting Unprofessional Conduct), and 4149.1 (Revocation for Sexual Contact), and to add new sections 4146.7 (Rehabilitation Criteria) and 4149.7 (Petitions for Reinstatement).

Ms. Martin reviewed the included revisions to the California Code of Regulations that needed to be implemented due to the passage of AB 2138 that will take effect July 1, 2020.

Ms. Martin referenced the two proposed language options to establish Rehabilitation Criteria. Ms. Martin said that Option 1 gives the Board more discretion in the process because it states that upon completion of the criminal parole or probation the Board shall make a determination based on specified criteria. Option 2 states the completion of the criminal parole or probation without any violations would show rehabilitation deeming the applicant immediately eligible for licensure.

Legal Counsel Reza Pejuhesh went in to greater legal detail between Options 1 & 2.

Vice President Sharon Pavlovich stated that she is not comfortable with an option that doesn't give the Board discretion. She favors Option 1 because it will enable the Board to better protect the public.

Beata Morcos expressed her frustration with this bill and re-stated her opposition of AB 2138 and the repercussions of that bill. She believes protecting the public will be more difficult under the provisions of this bill.

The Board members identified minor technical errors as follows:

- The Application section should be labeled 4110
- The revision date under the Application section should be updated to 7/2020.
 - Denise Miller moved to approve Option 1 of the Rehabilitation Criteria, giving the Board more discretion.
 - Sharon Pavlovich seconded the motion.

Public Comment

There was no public comment.

VOTES	Richard Bookwalter	Sharon Pavlovich	Denise Miller	Beata Morcos
	Y	Y	Y	Y

The motion passed.

Ms. Martin recommended separate sections of Rehabilitation Criteria for applicants and licensees. She suggested:

- 4146.7, Rehabilitation Criteria for Applicants, and
- A new section 4146.8 Rehabilitation Criteria for Licensees.
 - Denise Miller moved to approve Ms. Martin’s suggestion to establish Section 4146.7, Rehabilitation Criteria Applicants and to add a new section 4146.8, Rehabilitation Criteria for Licensees.
 - Beata Morcos seconded the motion.

Public Comment

There was no public comment.

VOTES	Richard Bookwalter	Sharon Pavlovich	Denise Miller	Beata Morcos
	Y	Y	Y	Y

The motion passed.

Ms. Martin outlined the remainder of the changes recommended by the Administrative committee on the Disciplinary Guidelines.

The Board members agreed to vote on the Initial Application but hold off voting on the Probationer Petition and the Petition for Reinstatement that could be brought back if necessary.

Following a discussion by the Board members, additional changes were outlined and recapped as follows:

- In the proposed amendments, change Section number on ‘Application’ to 4110 and change the revision date to July 2020.
- For Clarification, Mr. Pejuhesh suggested that the paragraph at the top page 45 read:
 “A Board-ordered suspension or Cease Practice Order shall not be considered a period of non-practice for purposes of calculating the aforementioned cumulative period of non-practice.”
- Page 57 #33 rename to ‘Other Violations of Probation’, insert 30 days as the timeframe symbolized by the “XX” throughout #33, and remove option #13 and renumber.
 - Denise Miller moved to accept and approve the language for noticing, including Option 1 to establish Rehabilitation Criteria for applicants and licensees, the Initial Application and all the documents incorporated by reference.
 - Beata Morcos seconded the motion.

Public Comment

There was no public comment.

VOTES	Richard Bookwalter	Sharon Pavlovich	Denise Miller	Beata Morcos
	Y	Y	Y	Y

The motion passed.

- Richard Bookwalter moved to authorize the Executive Officer and Legal Counsel to make any additional technical, non-substantive changes.
- Beata Morcos seconded the motion.

Public Comment

There was no public comment.

VOTES	Richard Bookwalter	Sharon Pavlovich	Denise Miller	Beata Morcos
	Y	Y	Y	Y

The motion passed.

10. Legislative Items for Future Meeting. The Board may discuss other items of legislation in sufficient detail to determine whether such items should be on a future Board meeting agenda.

There were no additional Legislative Items added.

11. Consideration and possible action of approving proposed regulatory language to repeal Title 16, CCR sections 4116, 4117, 4118, and 4119, and modify section 4170, due to repeal of Business and Professions Code section 901 (pertaining to sponsored health care events). (Changes without regulatory effect per Title 1 CCR Section 100)

Legal Counsel Reza Pejuhesh explained that based on the repeal of Business and Professions Code Section 901 Healthcare Events, all references to Sponsored Healthcare Events need to be removed from the Regulations. Mr. Pejuhesh stated the Board has no discretion and suggested a Section 100 change because it is an expedited process.

- Beata Morcos moved to approve the removal of sections 4116, 4117, 4118, 4119 and amend section 4170.
- Denise Miller seconded the motion.

Public Comment

Lora Woo asked for clarification. Mr. Bookwalter offered a quick synopsis.

VOTES	Richard Bookwalter	Sharon Pavlovich	Denise Miller	Beata Morcos
	Y	Y	Y	Y

The motion passed.

12. Consideration and possible action of approving proposed regulatory language to amend Title 16, CCR section 4101 (Delegation of Certain Functions).

Ms. Martin outlined the Board of Pharmacy’s language that allows the Executive Officer to make administrative amendments and not amendments related to policy.

Ms. Miller asked why the other listed Boards did not give the Executive Officer explicit authority to approve Section 100 packages.

Mr. Pejuhesh reported that these packages would continue to go through the Office of Administrative Law and they would push it back to the Board if the package revealed that it had a regulatory effect and was not technical in nature.

President Bookwalter stated that there is an educational aspect in hearing these Section 100 packages.

Ms. Miller stated that should would like to still see all the packages.

Vice President Pavlovich stated that she is all for efficiency and effectiveness and knowing that there is no regulatory effect that she was comfortable with the Executive Officer approving Section 100 packages.

- Sharon Pavlovich moved to accept the proposed language and not see Section 100 packages.
- Beata Morcos seconded the motion.

Public Comment

There was no public comment.

Board Discussion

Ms. Miller stated that she sees it like Ms. Pavlovich, however, she feels that not seeing the language is diluting the will of the Board.

Ms. Martin pointed out examples to Ms. Miller of the types of packages that would constitute a Section 100 change.

Ms. Miller stated that if Ms. Martin would be willing to make any Section 100 changes a standing item in her Executive Officer report that she could get behind that scenario.

- Denise Miller moved to amend the previous motion to add that the Executive Officer be required to report any Section 100 changes to the Board.
- Sharon Pavlovich seconded the motion.

The Board members first voted on the amendment which was an addition to the initial motion.

Public Comment

There was no public comment.

VOTES	Richard Bookwalter	Sharon Pavlovich	Denise Miller	Beata Morcos
	Y	Y	Y	Y

The motion passed.

The Board members then voted on the initial motion made by Ms. Pavlovich that was amended to add language outlined by Ms. Miller.

VOTES	Richard Bookwalter	Sharon Pavlovich	Denise Miller	Beata Morcos
	Y	Y	Y	Y

The motion passed.

13. Consideration and possible action of approving proposed regulatory language to amend Title 16, CCR section 4127 (Inactive License) and section 4130 (Fees).

Ms. Martin explained the history of the inactive fee and how it was originally set at \$25 but in recent years was adjusted to conform with existing law that stated the inactive fee must be equal to the active renewal fee. Ms. Martin stated that the passage of AB 1659

now authorizes Healing Arts boards to establish a lower inactive license renewal fee if they wish.

Ms. Martin stated her belief that lowering the inactive renewal fee to \$150 would be sustainable to the Board's budget.

Vice President Sharon Pavlovich asked Board staff to research and report on what, if anything other Boards/Bureaus are doing.

14. Consideration and possible action of approving proposed regulatory language to amend Title 16, CCR section 4161 (Continuing Competency) and section 4162 (Completion and Reporting Requirements).

The Board members advised Board staff to bring this to a future meeting.

15. Presentation by Chuck Willmarth, Associate Chief Officer, Health Policy and State Affairs, American Occupational Therapy Association (AOTA), of new evidence-based knowledge and skills assessment tool, the *AOTA Benchmark*.

Chuck Willmarth gave a presentation which was included in the materials. Mr. Willmarth reported that AOTA Benchmark is an online assessment tool that will help OTs and OTAs with career development and would offer 3 contact hours per year subject to state regulations.

Mr. Willmarth stated that AOTA would be asking the Board for a Regulation approving hours earned through the AOTA Benchmark.

President Bookwalter stated that the Board has never had a regulation in place related to the approval of continuing education course or activity and asked Mr. Willmarth why AOTA feels the current regulations are not adequate to encompass an activity like AOTA Benchmark?

Mr. Willmarth feels the existing regulations are very broad and feels that it is important that the regulations be specific. Mr. Willmarth stated that approval would bring clarity to what activities are acceptable to the Board.

16. Selection of meeting and Strategic Planning date(s).

The Board decided on a teleconference meeting to discuss regulations on March 7, 2019, and Strategic Planning in Sacramento on December 5-6, 2019.

17. Recess for the day.

The meeting adjourned at 4:15 p.m.

Friday, February 8, 2019
9:30 am - Board Meeting

18. Call to order, roll call, establishment of a quorum.

The meeting was called to order at 9:44 a.m., roll was called, a quorum was established. Laura Hayth and Jeff Ferro were absent.

19. President's Remarks – Informational only; no Board Action to be taken.

President Bookwalter welcomed all in attendance and thanked CSU Dominguez Hills again for their hospitality. Mr. Bookwalter offered the opportunity for any members of the public audience to introduce themselves at will. Shawn Conway, Director, Credentialing Services of NBCOT, Heather Kitching, President of OTAC and 3 students of CSU Dominguez Hills Occupational Therapy program chose to introduce themselves.

Mr. Bookwalter explained that the Board would be going in to Closed Session directly following Agenda Item 20.

20. Public Comment session for items not on the agenda.

There were no public comment sessions for items not on the agenda.

CONVENE CLOSED SESSION

The Board convened in Closed Session at 10:08 a.m.

RECONVENE IN OPEN SESSION

The Board reconvened in Open Session at 10:51 a.m.

President Bookwalter welcomed the additional students that joined the meeting. Heather Kitching thanked Executive Officer Heather Martin for giving an impromptu outreach session to the students while the Board was in Closed Session.

21. Discussion and consideration of reducing advanced practice education and training requirements for students graduating after a certain date (TBD).

Executive Officer Heather Martin explained that this agenda item was added to consider reducing the Advanced Practice (AP) requirements for students. Ms. Martin recapped that in the past there was not a national minimum education standard in the areas of dysphagia, modalities and hand therapy. Since that time ACOTE implemented minimum education requirements in all three aforementioned areas. AB 2221, sponsored by OTAC removed the word 'post professional' from the statute; however, it is still in CBOT's Regulations including applications which will require a regulatory amendment to remove or change. Ms. Martin pointed out that regulatory changes can take more than a year. Ms. Martin reported that the Board has previously spoken about removing the AP

requirements for new graduates and OTAC is developing a survey to get a feel of what their membership thinks about the removal of these requirements for new graduates.

President Bookwalter suggested doing a poll of licensees in addition to OTAC's survey to get a more robust response.

Denise Miller asked Ms. Kitching if the survey would be available for attendees at the Symposium and other OTAC sponsored events.

Ms. Kitching said that it wasn't planned but that it could be considered. OTAC does feel it is ideal to send the survey to all state licensees and they would be open to collaborating with CBOT.

Ms. Martin reported that CBOT is not allowed to require email addresses be provided but offered to use the CBOT Facebook and Twitter account to alert licensees. Ms. Martin stated that lists of addresses of record could be purchased through DCA but it could be costly.

Chuck Willmarth, AOTA offered that they would be interested in collaboration as well. Mr. Willmarth offered his observation that although a collaboration with CBOT would be valuable, it would not be critical in helping the Associations make a decision as it pertains to what the members of AOTA and OTAC want.

Denise Miller agreed that it is not critical for CBOT to collaborate with AOTA and OTAC to get the information they need. Ms. Miller stated that although the information the Associations gather is important, it is the job of the Board to regulate the profession. Ms. Miller commented that the questions being posed by the Associations are good questions and they should continue down their path.

President Bookwalter agreed with Ms. Miller that the primary function of the Board is to regulate, and it is of interest to the Board to get a more comprehensive view of the licensing population's opinion on the advanced practice requirements.

Vice President Sharon Pavlovich reported that with the exception of modalities some schools aren't caught up with the advanced practice requirements as of yet.

President Bookwalter reserved the right to return to Item 21 following item 8.

22. Discussion and consideration of whether the number of examination attempts for licensure should be limited or necessitate additional requirements after multiple attempts.

Ms. Martin reviewed the provided handout that gave data pertaining to information on the NBCOT examination attempts and asked the Board members if they felt that the attempts should be limited or if alternatively, there should be additional requirements after multiple attempts.

Legal Counsel Reza Pejuhesh stated that Business and Professions Code 135 prevents the Board from placing a hard cap on attempts. Some Boards limit the number of

attempts within a specific timeframe. Mr. Pejuhesh requested direction from the Board so that he may further investigate B&P 135.

President Bookwalter questioned how the Board of Pharmacy (Pharmacy) placed limits with the Statute in place.

Mr. Pejuhesh stated that Pharmacy added in language that read “Notwithstanding Section 135.”

Vice President Sharon Pavlovich asked for clarification as to why this is being brought to the table. Ms. Pavlovich stated she does not want to place a cap on the number of exam attempts because she feels that there are many factors to consider when assessing why a person may need multiple attempts to pass an exam.

Ms. Martin stated that the data presented may show some outliers but that she is concerned about the amount of time that passes with multiple exam attempts. Additionally, when they do pass and get licensed, their first renewal will not require continuing education, furthering the passage of time since graduation without additional education.

Ms. Pavlovich and Mr. Bookwalter agreed that part of the solution is to require continuing education at first renewal. Mr. Bookwalter asked if there is any documented patient harm that resulted from a similar situation. Ms. Martin said that she is not aware of any. Mr. Bookwalter stated that the legislature doesn't like barriers to entry and he is less inclined to move forward if a change of law is needed.

Denise Miller asked Shawn Conway, Director, Credentialing Services of NBCOT for his input about the multiple exam attempts.

Mr. Conway reported that currently a candidate can take the test as many times as needed but that he understands the concern and will take the situation back to his team to look at and watch.

Ms. Miller asked if NBCOT can notify the Board of exam failure?

Ms. Martin clarified that an applicant authorizes NBCOT to alert the Board of their score; the individual can elect to not inform the Board until the eventual pass in which the document shows all recorded attempts but is after the fact.

Ms. Miller stated that if the Board chooses to establish a threshold, after the subject becomes a licensee, Board staff would be able to trigger an audit process.

Beata Morcos stated that she was not concerned with the amount of exam attempts rather the lapse of time between finishing school and becoming licensed.

Mr. Bookwalter was in favor of a solution that would address cases that displayed an extended length of time between graduating and issuance of the initial license.

- Sharon Pavlovich moved to instruct the Executive Officer and Legal Counsel to explore the need for additional education requirements if there is an extensive amount of time between graduation and becoming licensed and present specifics to the Board.
- Denise Miller seconded the motion.

Public Comment

Mr. Willmarth urged the Board to contact the Ohio Board because they had a case with a 20-year lapse between graduation and becoming licensed. Mr. Willmarth suggested the Board look at the limited permit pathway and it not being punitive when you fail so they can continue to get education and continue prepping for the exam.

Ms. Martin stated that Mr. Willmarth’s suggestion regarding the limited permit was a good one, however, the number of students whom apply for the limited permit is very low.

VOTES	Richard Bookwalter	Sharon Pavlovich	Denise Miller	Beata Morcos
	Y	Y	Y	Y

The motion passed.

23. Discussion and consideration of the internship/clinical experience completed as part of a Doctor of Occupational Therapy (OTD) and discussion about OT Practice Act requirements relative to OTD programs in California not yet accredited by the Accreditation Council on Occupational Therapy Education.

Ms. Martin reported that Samuel Merritt and University of St. Augustine’s OTD program is now accredited. Ms. Martin reached out to ACOTE about the accreditation process. She stated that it became apparent to her that the issue at hand was not an accreditation issue but about the Board’s Practice Act. Ms. Martin suggested the Board authorize her to pursue a legislative counsel regarding the definition of the word “accredited” in the Practice Act. The legislative counsel may shed light on the definition of “accredited” to better address situations where a student has completed a master’s program and is enrolled in a post professional Doctoral program and completing the clinical residency without first becoming licensed.

President Bookwalter stated that he liked Ms. Martin’s direction.

- Denise Miller moved to request the Executive Officer and Legal Counsel explore all areas under Agenda Item 23 with Legislative Counsel.
- Beata Morcos seconded the motion.

Public Comment

Chuck Willmarth outlined two different scenarios, the first being post professional programs that are not ACOTE accredited; the second being entry level OTD Programs that are accredited or are going to be accredited. Mr. Willmarth stated that entry level OTD programs should enjoy the same exemption from licensure that fieldwork students enjoy.

VOTES	Richard Bookwalter	Sharon Pavlovich	Denise Miller	Beata Morcos
	Y	Y	Y	Y

The motion passed.

24. Discussion and consideration about the future of license portability.

Executive Officer Heather Martin reached out to Mr. Willmarth regarding any information on license portability. Mr. Willmarth provided a printed copy of his presentation for the Board to review and Ms. Martin provided information on Interstate Compacts and the legislative steps needed.

President Bookwalter and Vice President Pavlovich thanked Mr. Willmarth.

Public Comment

Mr. Willmarth stated there would be a presentation given that evening and he would be discussing license portability. Mr. Willmarth reported AOTA had been studying license portability for several years and they have been discussing the benefits to members, consumers and licensing boards. The Department of Defense has a key interest in the issue to ease the burden of state laws and challenges that would allow military spouses to move about the country and still practice. Mr. Willmarth said that OT is well positioned to move forward because there is consistency across state laws in the profession.

Mr. Willmarth reported that License Compacts have a unique legal status and they are very difficult to get in to and very difficult to get out of and have withstood challenges in federal court.

25. Executive Officer's Report.

a) Operational and budget reports.

Ms. Martin reported that the Board lost 2 staff members to promotions within the state and a current enforcement technician was promoted to a staff services analyst and will start March 1, 2019.

b) BreEZe updates.

Ms. Martin reported that the next BreEZe release will be March 13, 2019.

c) Presentation of licensing and enforcement data.

Ms. Martin reviewed the included licensing and enforcement data.

d) Future agenda items.

Ms. Martin reviewed the future agenda items listed in her report and asked if the Board members had any additions.

e) Other informational items.

Ms. Martin passed around pictures of the new office location and provided a layout of the office and its square footage.

Ms. Martin also reported that she identified a need for CBOT to implement a Succession plan to secure a solid operating future for the Board. Ms. Martin reached out to the SOLID team at the Department of Consumer Affairs and CBOT will be the first Board to participate in such a plan.

Public Comment

Heather Kitching, President of OTAC stated that OTAC remains at the ready to do whatever it takes to assist with Board communications.

Ms. Pavlovich addressed the students in attendance, informing them that it is important to belong to the Associations in order to have their voice heard.

A student asked what the continuing education requirements are for a renewal? President Bookwalter stated 24 hours over two years and a licensee can carry over 6 unused hours from the previous renewal cycle.

The Board members further offered additional ways to gain the hours like online courses AOTA conferences and attending Board meetings.

Ms. Pavlovich offered that NBCOT has a great website that offers additional ways to obtain PDUs and keep up your membership. Ms. Pavlovich informed the students that they can always check with the Board regarding how NBCOT, AOTA and OTAC hours transfer to the Board.

26. Suggested agenda items for a future meeting.

Ms. Martin reviewed Mr. Willmarth's comment about requiring additional education when a limited permit holder fails the NBCOT exam instead of the current practice of cancelling the limited permit and asked whether the Board wanted to discuss the topic at a future meeting.

The Board members agreed to put it on the agenda.

Adjournment.

The Board members thanked the students for their attendance.

The meeting adjourned at 11:45.