



BOARD MEETING MINUTES - CSU, Dominguez Hills

February 27-28, 2020

Board Member(s) Present

Richard Bookwalter – President
Sharon Pavlovich – Vice President
Jeff Ferro – Board Member
Denise Miller – Board Member
Beata Morcos – Board Member

Board Staff Present

Heather Martin – Executive Officer
Jeff Hanson – Enforcement Manager
Jody Quesada – Analyst
Reza Pejuhesh – Attorney

Thursday, February 27, 2020

9:30 a.m. - Board Meeting

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

The meeting was called to order at 10:01 a.m., roll was called, a quorum was established.

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

President Bookwalter thanked CSU Dominguez Hills (CSUDH) Occupational Therapy Department staff for their hospitality and efforts. Mr. Bookwalter introduced Executive Officer Heather Martin, Board staff Jeff Hanson and Jody Quesada along with Department of Consumer Affairs (DCA) Legal Counsel Reza Pejuhesh.

President Bookwalter welcomed all in attendance and offered the opportunity for members of public to introduce themselves at will.

Two students from the CSUDH Occupational Therapy (OT) program introduced themselves as did Heather Kitching, OTD, President of OTAC, CSUDH faculty member and Teri Nishimura, OT and Chief Executive Officer of the nonprofit Pediatric Therapy Network.

Mr. Bookwalter congratulated Sharon Pavlovich on her successful defense of her dissertation for her Doctoral degree.

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

Vice President Pavlovich thanked everyone for the congratulations and well wishes.

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

There was no public comment from the attendees that were present.

President Bookwalter read three public comments submitted to the Board by email or letter and announced he received a fourth via voicemail message. He reminded the Board members that the discussion was to be brief and only to decide whether they wanted to bring any of the comments to a future agenda for Board discussion.

Written public comment #1 – Unethical Practices by the owner of a Skilled Nursing Facility (SNF) in relation to the new Patient-Driven Payment Model regulations.

President Bookwalter expressed his concern regarding the allegations and pointed out that the Board doesn't have jurisdiction over the owner of a SNF or any other facility unless that owner happens to be an Occupational Therapist (OT). He commented that if the Board members wanted to add this topic to a future agenda, he was concerned that the Board would not be able to take any action.

Jeff Ferro voiced his concern that licensees were in facilities that are allegedly acting fraudulently and asked Executive Officer Heather Martin if there was anything the Board could do.

Ms. Martin stated that any time Board staff receives a complaint out of their jurisdiction, the complaint is forwarded to the appropriate state agency that provides oversight for the entity involved. Ms. Martin said that Board staff forwarded this complaint to the California Department of Public Health.

The Board members asked that Ms. Martin send a letter to the licensee on their behalf informing her that the Board has no jurisdiction, her comment will not be placed on a future meeting agenda, however, Board staff has forwarded her complaint to the appropriate state agency.

Written public comment #2 – Insurance companies are not considering sensory a therapeutic need and the report that sensory is being carried out by Applied Behavior Analysts (ABAs) in place of Occupational Therapists (OTs) and Occupational Therapy Assistants (OTAs). The licensee feels there is an inadequate delineation between ABAs and OTs/OTAs.

President Bookwalter recalled SB163 that was written to establish practice but was vetoed last year. Mr. Bookwalter said that he was not looking to take on establishing what an ABA should or should not be doing.

Denise Miller emphasized her concerns regarding workforce and asked that the Board not take on the charge but utilize the opportunity to partner with the Association to get

the word out and highlight that the new integrated models of service are going to other professions. Ms. Miller stated that the occupational therapy profession needs to lock arms with the ABAs and delineate what services each profession can deliver.

In-Person Public Comment

Teri Nishimura said that this is a critical issue even though it may not be in the purview of the Board. Ms. Nishimura reported that denial from funders is real and is happening.

The Board members asked Ms. Martin to respond to the licensee informing her that the topic was briefly discussed and will be placed on a future agenda for an in-depth discussion.

Written public comment #3 – Licensee expressed reasons for support of Senate Bill (SB) 803 for peer support specialist certification and asked that the Board consider doing so.

President Bookwalter stated that this public comment would be discussed under agenda Item 11, when the Board discusses SB 803.

Mr. Bookwalter summarized public comment #4, regarding dry needling, that he received as a voicemail message. The licensee requested the Board take a position on whether OTs/OTAs can perform dry needling.

Mr. Bookwalter said that it is his belief that OTs and OTAs do not have statutory authority to perform dry needling.

Ms. Pavlovich stated that this service is not in the scope of the occupational therapy practice.

In-Person Public Comment

There was no additional public comment.

The Board asked Ms. Martin to acknowledge receipt of the verbal public comment and inform the licensee that the Board declined to add the topic to a future meeting at this time due to a lack of clarity on the issue. The Board requested the licensee submit her concerns and any relevant information so that the Board can have a better understanding of the issue when deciding whether to add the topic to a future meeting agenda.

5. Review and vote on approval of the August 15-16, 2019, Board meeting minutes.

Denise Miller referred to page 10 of the minutes and asked if Domenique Embreys' question regarding a Capstone mentor being allowed to earn professional development units would be addressed by the Board or by a committee.

President Bookwalter said that he would task an ad hoc committee to look in to this and bring a recommendation before the Board.

- Beata Morcos moved to adopt the August 15-16, 2019, minutes.
- Sharon Pavlovich seconded the motion.

Public Comment

There was no public comment.

Board Member Votes

Richard Bookwalter: Yes
Sharon Pavlovich: Yes
Beata Morcos: Yes
Jeff Ferro: Yes
Denise Miller: Yes

6. Review and vote on approval of the November 14-15, 2019, Board meeting minutes.

- Jeff Ferro moved to adopt the November 14-15, 2019, minutes.
- Beata Morcos seconded the motion.

Public Comment

There was no public comment.

Board Member Votes

Richard Bookwalter: Yes
Sharon Pavlovich: Yes
Beata Morcos: Yes
Jeff Ferro: Yes
Denise Miller: Yes

7. Review and vote on approval of the December 18, 2019, teleconference Board meeting minutes.

- Sharon Pavlovich moved to adopt the December 18, 2019, minutes.
- Beata Morcos seconded the motion.

Public Comment

There was no public comment.

Board Member Votes

Richard Bookwalter: Yes
Sharon Pavlovich: Yes
Beata Morcos: Yes
Jeff Ferro: Yes
Denise Miller: Yes

8. Review and vote on approval of the January 30-31, 2020, Board meeting minutes.

The Board asked Board staff to verify and correct the times on page 3.

- Beata Morcos moved to adopt the January 30-31, 2020, minutes following the completion of the corrections.
- Sharon Pavlovich seconded the motion.

Public Comment

There was no public comment.

Board Member Votes

Richard Bookwalter: Yes
Sharon Pavlovich: Yes
Beata Morcos: Yes
Jeff Ferro: Yes
Denise Miller: Yes

9. Discussion and consideration of application process flowchart and checklist.

President Bookwalter reported that the need for an application process flowchart and checklist availability was suggested by licensees and presented during the Strategic Planning session.

Mr. Bookwalter reported that it was brought to his attention that the flowchart and checklist were and have been available online. In order to be responsive, the Board asked staff to include both the flowchart and checklist in the meeting materials for the Board to review.

Public Comment

Mr. Bookwalter asked the CSUDH student in attendance for her thoughts on the provided flowchart and checklist. The student responded that it looked clear to her.

Discussion ensued regarding the addition of more 'yes' and 'no' options being added for clarity, indicators that return the customer to the next step and emphasis on the 'License Issued' at the end.

Mr. Reza Pejuhesh stated that considering the effective date of AB 2138 the applicant checklist will have to be updated to remove the checkbox titled 'Applicants with a Criminal History' and update the header to reflect the current Governor.

Mr. Pejuhesh stated that he and Executive Officer Heather Martin would work out the legalities of AB 2138 and subsequently update all forms and checklists to reflect compliance.

10. Review and vote on draft Strategic Plan.

Denise Miller asked whether the Board has a description of what it means to be an Practice reviewer.

Ms. Martin replied that there is a page on the Board's website devoted to recruitment and it includes a description along with a video.

President Bookwalter confirmed that he has reviewed what is offered on the Board's website and stated that it was comprehensive and great.

Ms. Miller asked that Practice reviewer recruitment be added to future agendas as a place holder so that the Board can assure the Strategic Plan 'Outreach' request is met.

Mr. Bookwalter said that he thought it was a great topic for the Education and Outreach committee to discuss.

Attorney Reza Pejuhesh suggested a few technical changes and updates to the draft Strategic Plan that would make it a more comprehensive document.

The Board members decided that the Strategic Plan should be valid for 4 years and they requested a few technical, non-substantive changes.

Ms. Martin stated that Board staff would make the requested changes and bring the updated copy to the May Board meeting.

11. Discussion and consideration of the following bills:

- a) Legislative report on pending bills.

Board members noted the 'at a glance' reference page of each bill to be discussed.

- b) Assembly bill (AB) 613 (Low), Professions and vocations: regulatory fees.

Following a brief discussion, the Board decided to 'Watch' this bill.

Public Comment

There was no public comment.

c) AB 648 (Nazarian), Wellness programs.

Ms. Miller expressed her appreciation of the bill and its privacy implication. Ms. Pavlovich said that this bill would prove very important coming up. The Board concluded with maintaining their position of 'Watch' for this bill.

Public Comment

There was no public comment.

d) AB 888 (Low), Opioid prescriptions: information: nonpharmacological treatments for pain.

Following a brief discussion, the Board decided to maintain their previous position of 'Support' for this bill.

Public Comment

There was no public comment.

e) AB 1263 (Low), Contracts: consumer services: consumer complaints.

Following a brief discussion, the Board decided to 'Watch' this bill.

Public Comment

There was no public comment.

f) AB 1616 (Low), Department of Consumer Affairs: boards: expunged convictions.

The Board decided to refer this bill to the Legislative Regulatory Affairs committee for a recommendation to the Board.

Public Comment

There was no public comment.

g) AB 1965 (Aguiar-Curry), Family Planning, Access, Care, and Treatment (Family PACT) Program.

The Board decided to 'Watch' this bill and bring it back only if the language is amended and impacts the occupational therapy profession.

Public Comment

There was no public comment.

h) AB 2028 (Aguiar-Curry), State agencies: meetings.

Attorney Reza Pejuhesh commented that the requirement that only materials made available online 10 days prior to the meeting would be eligible for Board discussion would not be ideal for Board staff and prove very challenging.

Ms. Miller stated that she would oppose this bill because it would limit the Board's work and the ability to make timely decisions.

President Bookwalter said that he did not feel comfortable with a position of opposition and suggested an 'Oppose Unless Amended' position as long as there was an allowance to add materials.

Beata Morcos said that it was important to submit the Board's opposition right away because the author would need to know where the Board stands.

Sharon Pavlovich expressed her opposition and agreed with Ms. Morcos' suggestion to act immediately.

Jeff Ferro said that reasons for the opposition must be given in order to be fair to the author.

Ms. Martin informed the Board that all materials are required to be made compliant with the Americans with Disabilities Act (ADA) prior to being posted. Ms. Martin said there would be a dollar amount associated with making materials ADA compliant and that it involves participation from other groups within the Department of Consumer Affairs which further increases the amount of time it takes for successful completion.

Mr. Ferro stated the reasons for opposition are that the bill does not ensure greater protection to the consumer, the Board would incur unnecessary costs and other groups could impact the Board's ability to meet the timelines on posting materials.

- Richard Bookwalter moved to take a position of 'Oppose' on AB 2028 for the reasons stated by Mr. Ferro and directed the Executive Officer to write a letter to the author on behalf of the Board.
- Denise Miller seconded the motion.

Public Comment

There was no public comment.

Ms. Miller asked Mr. Pejuhesh if he could explore whether the Board could add language to the Board's website and agendas disclosing how the public can obtain a copy of the materials.

Mr. Pejuhesh agreed.

Ms. Martin informed the Board that there would be a need for an additional Board meeting to discuss case transcripts from a previous discipline case that were ordered at

the Board's request and to discuss considerable amendments made to the Board's Enforcement regulations that require a Board vote. Ms. Martin suggested that a teleconference would be challenging due to the volume of meeting material.

Board Member Votes

Richard Bookwalter: Yes
Sharon Pavlovich: Yes
Beata Morcos: Yes
Jeff Ferro: Yes
Denise Miller: Yes

- i) AB 2042 (Wood), Medi-Cal: covered benefits: continuous glucose monitors.

Following a brief discussion, the Board decided to 'Watch' this bill.

Public Comment

There was no public comment.

- j) AB 2185 (Patterson), Professions and vocations: applicants licensed in other states: reciprocity

Following a discussion, the Board agreed to 'Oppose' AB 2185 on the grounds that a Licensure Compact would ensure greater public protection and is a better mechanism because there is an additional layer of requirements, California has higher standards of education and training and there is no way to verify 3 years of practice in the last 5 years.

- Jeff Ferro moved to take a position of 'Oppose' on AB 2185 for the reasons stated above and directed the Executive Officer to write a letter to the author on behalf of the Board and have the Board President review prior to sending.
- Sharon Pavlovich seconded the motion.

Public Comment

OTAC President Heather Kitching expressed her full support of the licensure compact rather than this bill.

Board Member Votes

Richard Bookwalter: Yes
Sharon Pavlovich: Yes
Beata Morcos: Yes
Jeff Ferro: Yes
Denise Miller: Yes

k) SB 803 (Beall), Mental health services: peer support specialist certification. President Bookwalter read the public comment submitted regarding a licensee's support of SB 803 that would establish a peer support specialist certification program and asked that the Board consider supporting the bill.

Ms. Miller stated that she did not feel like there was enough information for her to take a position.

President Bookwalter suggested the Board take a position of 'Watch' and bring the public comment back to a future discussion of this bill.

Public Comment

Heather Kitching thanked the Board for addressing the public comment because she suggested the licensee contact the Board.

12. Update on 2019 chaptered bills.

Board staff agreed to provide the most recent version of the Chaptered bills, provide a summary and bring to the May Board meeting.

13. Discussion of other California healthcare boards and whether they impose limitations on the number of on-line courses that may be taken to satisfy continuing competence/continuing education requirements for license renewal.

Executive Officer Heather Martin presented the requested information that displayed language other Boards and Bureaus under the Department of Consumer Affairs are using to address limitations of on-line courses.

The Board discussed the burden that therapists who live remotely will endure if limits are placed on on-line continuing education and whether courses can be validated for content and validity.

Vice President Pavlovich stated that she is a promoter of technology but feels there should be a balance of on-line and in-person due to the spectrum of OT.

Denise Miller stated that she liked the way the Speech-Language Pathology & Audiology & Hearing Aid Dispensers Board laid out their requirement which used both mechanisms but limited the on-line courses.

Beata Morcos questioned why in-person should be required because she was under the impression continuing education was to "brush up" and in-person should not be required for a "brush up."

President Bookwalter stated that the Board should not place limitations when what the Board currently has in place is working.

Mr. Ferro said that he was in favor of a balance between in-person and on-line continuing education.

Public Comment

Lisa Hiestand, OT and Treasurer of OTAC said that she didn't see the need to limit on-line continuing education.

Terrri Nishimura expressed her appreciation for the ability to do on-line courses when she needed it.

The Board decided to not take any action at this time.

14. Update and discussion on the occupational therapy licensure compact.

President Bookwalter reviewed the included draft from the OT Compact Advisory Group which included an outline of the Compact Commission and how the Commissioner would be appointed by the OT Licensing Board, the Universal Requirements, Discipline that included language outlining that practitioners with an encumbered license would be barred from participation, Special Provisions that include telehealth and military spouses, and a Compact Data System amongst other things.

Mr. Bookwalter touched on the fact that the compact needs a minimum of ten states to agree to participate in order to start the compact. Mr. Bookwalter also stated that California is the only state that has not signed on to participate in any compact at the present time.

Vice President Pavlovich expressed her concern regarding planning and preparing for the workload that the CBOT would have to take on in order to participate.

Mr. Bookwalter responded that the Board could review the compacts of other professions to get a better idea of what a working compact looked like. Mr. Bookwalter reminded the Board that there were plans for getting stakeholder input.

Public Comment

Heather Kitching asked for confirmation of whether California was the only state that did not participate in the SARA agreement. Heather Martin confirmed.

15. Discussion and evaluation of per diem policy, process for requesting per diem and review of the form to calculate time spent.

Following a lengthy discussion by the Board members, Board staff was asked to bring the following to the May Board meeting:

- A list of types of cases and amounts of review time for each.
- Per diem language of other boards/bureaus, including the form used and who signs the form.

- The relevance of start/stop time on the CBOT form unless it can be replaced with overall time spent.

Public Comment

Terri Nishimura asked if there was language provided by the State for this topic.

Ms. Martin informed her that per diem is set in statute but that each Board/Bureau enacts different policies.

CONVENE CLOSED SESSION

- The Board will meet in closed session pursuant to Government Code Section 11126(a)(1) to conduct the annual evaluation of the Executive Officer.

The Board convened in Closed Session at 4:15 p.m.

RECONVENE IN OPEN SESSION

The Board reconvened in Open Session at 5:05 p.m.

16. Recess for the day.

The meeting adjourned at 5:05 p.m.

Friday, February 28, 2020

9:30 a.m. - Board Meeting – CSU Dominguez Hills

Board Member(s) Present

Richard Bookwalter – President
 Sharon Pavlovich – Vice President
 Jeff Ferro – Board Member
 Denise Miller – Board Member
 Beata Morcos – Board Member

Board Staff Present

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

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

The meeting was called to order at 9:48 a.m., roll was called, a quorum was established.

18. President’s Remarks – Informational only; no Board Action to be taken.
 President Bookwalter welcomed all in attendance and thanked CSU Dominguez Hills Occupational Therapy department for the accommodations and their hospitality.

Mr. Bookwalter advised that it was not required but offered the members of the public in attendance the opportunity to introduce themselves.

Two first year occupational therapy students from the CSUDH Occupational Therapy (OT) program introduced themselves as did Heather Kitching, OTD, President of OTAC and CSUDH faculty member and Faith Moy, OT, CSUDH faculty.

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

There was no public comment.

President Bookwalter informed the Board and the public audience that Agenda Item 20 would be addressed following Agenda Items 21 and 22.

20. Update on status on Committees and next steps.

Ms. Martin apologized for the delay and stated that the 'Welcome' letter had been drafted and the extensive packet of forms and training modules was prepared. Ms. Martin said that she wished to send a follow-up email to both the Capstone and Practice committee volunteers to verify whether they were still willing and able to volunteer prior to mailing the packet of forms to them.

Public Comment

There was no public comment.

21. Presentation by Baird Cowan, Chief Technology Officer, Department of Consumer Affairs' Office of Information Services on subscription *Box* service available for downloading meeting materials.

Executive Officer Heather Martin introduced Mr. Cowan and thanked him for his willingness to make the trip from Sacramento to present information to the Board.

Mr. Cowan presented a slideshow on the *Box* service that outlined its capabilities. Mr. Cowan demonstrated how Board staff could utilize the *Box* to deliver the meeting materials to the Board members and how to make additions and updates to the materials as needed.

22. Discussion on moving forward with *Box* subscription service for meeting materials.

Following a question and answer session with Mr. Cowan and a discussion regarding *Box* subscription costs and tablet purchase cost vs. mailing costs, staff costs, duplication cost and copier warranty cost, the Board decided to move forward with the *Box* subscription.

Ms. Miller summarized that due to the uptick in upcoming discipline cases that was mentioned the previous day and the saving of staff time, mailing costs and duplication

costs, the cost of tablets and the *Box* subscription should be offset by the end of summer.

Ms. Miller asked that Board staff begin tracking cost savings to be able to show the benefit and volunteered to assist in calculations if needed.

Ms. Martin said that Board staff could show hard costs like FedEx, paper etc.... However, the soft costs like staff time would be very difficult.

- Sharon Pavlovich moved to ask Board staff move forward on obtaining the *Box* subscription and the purchase of tablets for Board meeting materials.
- Denise Miller seconded the motion.

Public Comment

Heather Kitching wished the Board good luck as she was aware of how difficult the process can be to purchase technology.

Richard Bookwalter: Yes
Sharon Pavlovich: Yes
Beata Morcos: Yes
Jeff Ferro: Yes
Denise Miller: Yes

23. Discussion on Board action being taken with respect to permitting surrender of licenses on probation.

Attorney Reza Pejuhesh gave a quick brief of the legalities surrounding practitioners currently on probation wanting to surrender their license rather than serve out probation. Mr. Pejuhesh informed the Board that the only way to surrender a license on probation is for the Deputy Attorney General to prepare a legal pleading which is the result of a probationer violating their probation. Probationers have informed Board staff that they do not want to have to knowingly and intentionally violate the terms of their probation order to be able to surrender their license.

Mr. Pejuhesh informed the Board that the situation at hand pertains to probationers with older orders because newer probation orders include language that allows surrender without a violation of probation but does count as disciplinary action and shall become part of the practitioner's license history with the Board.

Ms. Martin stated that Board staff has always included language that said "no modification or early termination of probation" in Stipulations and if the Board no longer wants that type of language included, they would have to give Board staff direction.

Mr. Bookwalter verified that 'surrender' was considered disciplinary action.

Mr. Pejuhesh confirmed this and said the reason for that is because a practitioner that decides to surrender cannot just have their slate wiped clean.

Ms. Pavlovich liked the idea of adding language allowing surrenders on the new orders and keeping ‘no modification of probation.’

Ms. Miller agreed.

- Richard Bookwalter directed Board staff to continue including ‘surrender’ language in the new Stipulations and to add a term waiving the right to early terminate except for a voluntary surrender of their license which will be considered discipline.
- Sharon Pavlovich seconded the motion.

Public Comment

There was no public comment.

Board Member Votes

Richard Bookwalter:	Yes
Sharon Pavlovich:	Yes
Beata Morcos:	Yes
Jeff Ferro:	Yes
Denise Miller:	Yes

24. Executive Officer’s Report.

a) Operational and budget reports.

Ms. Martin reported that recruitment efforts included redirecting one vacant position from Enforcement to Licensing, filling two positions in Licensing and recruiting for a Legal Desk analyst in Enforcement. Budget change proposals were submitted to fund 2.5 additional Licensing positions due to a projected increase in applications from new schools.

Ms. Martin informed the Board that the budget looks more promising than last year and if fiscal matters remain the same, the Board will have approximately \$167,000 in excess to add to the reserve.

b) Update on office move.

Ms. Martin reported that the tentative move date is the week of March 16.

President Bookwalter asked Ms. Martin if the funding for the move was being held in reserve from previous years. Ms. Martin indicated that she had set-aside ‘savings’ for the past three fiscal years.

President Bookwalter applauded Ms. Martin’s fiscal management. Vice President Pavlovich agreed.

c) BreEZe updates.

Ms. Martin reported that recent BreEZe updates included adding the Board's new logo to various pre-loaded letters, re-naming the applications in the drop-down box to reduce errors, added ITIN to applicant information collected and making responses to renewal questions required before the licensee can proceed in the renewal process and adding an insert for the licensees expiring in April about the Board's upcoming address change.

d) Pending rulemaking files.

Ms. Martin referred the Board to the included Report on Pending Rulemaking Files that she included as a handout. There were no questions.

e) Update on legislation.

There were no further updates.

f) Presentation of licensing and enforcement data.

The standard reports were provided in the meeting materials. Board members had no questions.

Public Comment

A CSUDH student asked what is meant by the term *PC23* (as referenced in the enforcement data).

Ms. Martin explained that a PC23, short for Penal Code Section 23, is when the Board requests that a Deputy Attorney General who represents the Board, attends the criminal proceedings of a licensee and asks the Superior Court Judge for a 'Cease Practice' order to piggyback the criminal case and help the Board ensure public protection until the criminal matter is resolved and the Board can pursue action against the individual's license if appropriate.

g) Future agenda items.

Ms. Martin listed the items below in addition to the need for an April 15, 2020, meeting to discuss changes to the Disciplinary Guidelines and to discuss an Enforcement case:

- Practice Committee's consideration of the following:
 - Suture removal
 - Review of ACOTE Guidelines and consider reducing advanced practice education and training requirements for students graduating after a certain date (date TBD).
- Review of education and training requirements for licensees demonstrating competence in advanced practice areas and consideration of reducing education/training hours needed.

- Recommendation on records retention requirement for an occupational therapy business that closes or is sold or if the practitioner is no longer in private practice.
 - OTD ad hoc committee members to consider the internship/clinical experience completed as part of a Doctor of Occupational Therapy (OTD) and the OT Practice Act requirements; discussion regarding multiple examination attempts by new graduates.
 - Make appointments to other committees, as appropriate.
 - Review/update of Board Member Disciplinary Resource Manual (once DGs are updated).
- h) Other informational items.

Ms. Martin said that she included a Venn diagram, provided by DCA Executive Office, which shows the difference in the responsibilities of the Board Members and the Executive Officer. Board members had no questions.

Suggested agenda items for a future meeting.

In addition to the list included in the Executive Officer report, Ms. Martin added the scheduling of a meeting on April 15, 2020, to discuss changes to the Disciplinary Guidelines and the case transcripts requested by the Board regarding a previous enforcement case.

Public Comment

There was no public comment.

25. Election of 2020 Officers.

Following a show of interest, the Board elected Richard Bookwalter as President, Sharon Pavlovich as Vice President and Denise Miller as Secretary.

All parties accepted.

Adjournment.

The meeting adjourned at 12:21 p.m.