

AGENDA ITEM 4

REVIEW AND APPROVAL OF THE OCTOBER 14, 2021, COMMITTEE MEETING MINUTES

The meeting minutes are attached for review.



DRAFT

**TELECONFERENCE SUNSET REVIEW COMMITTEE
 MEETING MINUTES**

Wednesday, October 14, 2021

3:00 pm – Committee Meeting

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

Chairperson Sharon Pavlovich called the meeting to order at 3:00pm. Board staff called the roll and a quorum was established.

Committee Members Present

Board President – Sharon Pavlovich
 Board Secretary – Beata Morcos
 Board Member – Richard Bookwalter
 Board Member – Denise Miller

Committee Members Absent

N/A

Board Staff Present

Heather Martin – Executive Officer
 Jody Quesada Novey – Associate Analyst

2. Chairperson opening remarks.

Chairperson Sharon Pavlovich welcomed everyone in attendance and thanked Board staff for their meeting preparation.

3. Public Comment Session for items not on the Agenda.

Public Comment

There was no public comment.

4. Review and approval of the September 1, 2021, Committee meeting minutes.

Three non substantive fixes were requested by the committee. Executive Officer Heather Martin made the changes in real time.

- Beata Morcos moved to accept the September 1, 2021, Committee meeting minutes.
- Richard Bookwalter seconded the motion.

Public Comment

There was no public comment.

Committee Member Votes

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

The motion carried.

5. Review of draft 2021 Sunset Report prepared to date and possible recommendation to Board to approve.

The Committee reviewed drafts of several sections of the 2021 Sunset Report. Listed below by section, are the questions the Committee recommended the Board approve the response in the 2021 Sunset Report

Section 1

The background was reviewed, including a description of occupational therapy. The committee decided to revisit this topic at the end of the meeting.

The committee revisited the description of occupational therapy following their review of the Performance Measures.

Mr. Bookwalter presented his offered definition and the fact that he borrowed from AOTA. The committee requested that Mr. Bookwalter email a copy of his work to Ms. Martin so that she could share it via WebEx and the committee could discuss the document. Ms. Miller asked that “either in person or through telehealth services” or a similar phrase be added to the bottom of paragraph 2.

Ms. Martin made the changes real time and suggested that if the language was acceptable to the committee she would strike all the entries she made in Section 1 of the report, copy and paste the current suggestions and give credit to AOTA.

- Richard Bookwalter moved to present Ms. Martin’s melded ‘real time’ language to the Board at the following week’s meeting.
- Beata Morcos seconded the motion.

Public Comment

There was no public comment.

Committee Member Votes

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

The motion carried.

The responses to questions 1, 2, 3 (excluding third bullet regarding regulatory amendments), 4 (with edits), and 5, were approved.

- Richard Bookwalter moved to empower Board staff to incorporate the changes made in Section 1.
- Denise Miller seconded the motion.

Public Comment

There was no public comment.

Committee Member Votes

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

The motion carried.

Section 2

Section 2 was reviewed. Due to several suggested edits, this information was to be revised by staff, brought back in its entirety and reviewed by the Committee at its next meeting.

Section 3

The committee accepted the responses to questions 3, 4, 5, 6, 7 and 10. Question 8 needed a non-substantive change regarding “on-going” and Question 10 required removal of an unneeded sentence in the 3rd line beginning with “licensee’s birth month...”

- Richard Bookwalter moved to accept Section 3, responses to questions 3-8 and 10 with the discussed changes and required Board staff to bring back question 9 after the proposed edits were made.
- Beata Morcos seconded the motion.

Public Comment

There was no public comment.

Committee Member Votes

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

The motion carried.

Section 5

The committee directed Board staff per question and as follows:

Question 34 – The response was incomplete and would be brought back for review.

Question 35 – The response was incomplete and would be brought back for review.

Question 36 – The response was incomplete and would be brought back for review.

Question 37 – The committee accepted the response as presented.

Question 38 – The response to 38a was accepted, however, the response to 38b needed a response provided. Board staff would update the response. The committee decided further review was unneeded.

Question 39 – Board staff to bring the response back in its entirety with graphs.

Question 40 - The committee accepted the response as presented.

Question 41 - Board staff to update the response and bring back for review.

Question 42 – “patient” to be replaced with “consumer” throughout and put the bullet points in a paragraph format.

Question 43 - The committee accepted the response as presented.

Question 44 – Label the table as ‘figures’ and add a clear numbering system and bring back.

Question 45 – Remove the row that includes “Amount collected by FTB...”. The committee decided further review was unneeded.

Question 46 and 47 - The committee accepted these responses as presented.

Question 48 – Remove the typo (ge) and update the format of the table to make it clear and consistent, bring back for review.

Question 49 – Make the same changes as requested for Question 48 and bring back for review.

Question 50 and 51 - The committee accepted the responses as presented.

Question 52 – Eliminate the table, the committee decided further review was unneeded.

- Richard Bookwalter moved to accept the responses to questions 37, 38, 40, 43, 45, 46, 47, 50, 51, and 52 as presented and to ask Board staff to make discussed changes to Questions 34, 35, 36, 39, 41, 42, 44, 48, and 49 and bring back to the committee for review.
- Beata Morcos seconded the motion.

Public Comment

There was no public comment.

Committee Member Votes

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

The motion carried.

- The performance measures (PM) with information for fiscal years 2016-17 through 2020-2021 were reviewed. Several suggestions were provided to improve the display and presentation of the various data in the PM graphs.
 - Richard Bookwalter moved to have Board staff to bring back the attachments with the proposed changes.
 - Denise Miller seconded the motion.

Public Comment

There was no public comment.

Committee Member Votes

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

The motion carried.

6. Review and discussion of possible legislative proposals to recommend the Board include in the 2021 Sunset Report.

Ms. Martin stated that adding the discussion of possible legislative proposals to recommend to the Board was premature and the committee would need recommendations from the next Board meeting so that the Sunset committee could review them.

Chairperson Sharon Pavlovich thanked everybody in attendance for their participation and taking time out of their busy schedules.

The meeting adjourned at 5:49 pm.