



BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR  
**CALIFORNIA BOARD OF OCCUPATIONAL THERAPY**  
1610 Arden Way, Suite 121, Sacramento, CA 95815  
P (916) 263-2294 | [cbot@dca.ca.gov](mailto:cbot@dca.ca.gov) | [www.bot.ca.gov](http://www.bot.ca.gov)



**CANCELLED**

## **BOARD MEETING NOTICE & AGENDA**

**September 18 – 19, 2025**

**Samuel Merritt University  
400 Hawthorne Ave.  
Oakland, CA 94609  
Fontaine Auditorium**

**IMPORTANT NOTICE TO THE PUBLIC:** The California Board of Occupational Therapy (Board) will hold a public meeting in person and via WebEx, a teleconference platform.

**INSTRUCTIONS FOR PARTICIPATION:** Members of the public may but are not obligated to provide their names or personal information as a condition of observing or participating in the meeting.

Due to potential technical difficulties, please consider submitting written comments to [cbot@dca.ca.gov](mailto:cbot@dca.ca.gov) no later than September 15, 2025, for consideration by the Board during Public Comment Session for items not on the agenda. Comments need not be in writing. Comments can be provided during the meeting as well.

Public comments may be limited, in the discretion of the Board, as circumstances require. In the event that public comment is limited, members of the public will not be permitted to “yield” their allotted time to other members of the public to make comments.

### **IMPORTANT NOTICE TO THE PUBLIC**

All times indicated, other than those identified as “time certain,” are approximate and subject to change. Action may be taken on any item on the agenda. Agenda items may be discussed out of order or held over to a subsequent meeting, and action may be taken out of order at the discretion of the Board President for convenience, to accommodate speakers, or to maintain a quorum. The meeting may be canceled without notice. For verification of the meeting, access the Board’s website at [bot.ca.gov](http://bot.ca.gov). or call (916) 263-2294.

**Discussion and action may be taken on any item listed on the agenda.**

Public comments will be taken on agenda items at the time the item is heard. Discussion and action may be taken on any item listed on the agenda. Agenda items may be taken out of order for convenience, to accommodate speakers, or to maintain a quorum.

In the event a quorum of the Board is unable to attend the meeting, or the Board is unable to maintain a quorum once the meeting is called to order, the Board President may, at his or her discretion, allow the remaining members to discuss items from the agenda and to make recommendations to the full Board at a future meeting.

Opportunity for public comment is provided for each open agenda item. The Board President may apportion time available among those who wish to provide comment.

## **Thursday, September 18, 2025**

### **10:00 am – Board Meeting**

*The public may provide comment on any issue before the Board at the time the agenda item is discussed. If public comment is not specifically requested, members of the public should feel free to request an opportunity to comment.*

1. Call to order, roll call, establishment of a quorum.
2. President's Remarks – Informational only; no Board action to be taken.
3. Board Member Remarks – Informational only; no Board action to be taken.
4. Public Comment for Items not on the Agenda.  
*Please note: The Board may not discuss or take action on this agenda item except to decide whether to place the matter on the agenda of a future meeting. [Government Code Sections 11125 and 11125.7(a)]*
5. Review and vote on approval of the May 23, 2025, Board meeting minutes.
6. Review and vote on approval of the June 12 – 13, 2025 Board meeting minutes.
7. Report from the Practice Committee.
8. Report from the ad hoc Sunset Review Committee.
9. Update on the Continuing Education Audit process.
10. Update on messaging for fee increase.
11. Update on the Board's 2025 – 2030 Strategic Plan.
12. Discussion and possible recommendation regarding outreach to employers on the benefits of accepting fieldwork.
13. Discussion and possible recommendation on conducting a California-specific occupational analysis for compliance with Business and Professions Code Section 139 and the Department of Consumer Affairs' Licensure Examination Validation Policy.

### **Break for Lunch**

14. Presentation for occupational therapy program students on the licensure process for new graduates and regulatory functions of the Board. Students and the public are invited to attend and have their licensure questions answered by the Board and the Executive Officer.

### **CONVENE IN CLOSED SESSION**

The Board will meet in closed session pursuant to Government Code Section 11126(c)(3) to deliberate and vote on disciplinary matters.

### **RECONVENE IN OPEN SESSION**

The Board will adjourn for the day immediately following the conclusion of the Closed Session.

### **Meeting adjournment.**

There will be no other items of business discussed or transacted by the Board.

## **Friday, September 19, 2025**

### **10:00 am – Board Meeting**

*The public may provide comment on any issue before the Board at the time the agenda item is discussed. If public comment is not specifically requested, members of the public should feel free to request an opportunity to comment.*

15. Call to order, roll call, establishment of a quorum.
16. President's Remarks – Informational only; no Board action to be taken.
17. Board Member Remarks – Informational only; no Board action to be taken.
18. Public Comment for Items not on the Agenda.  
*Please note: The Board may not discuss or take action on this agenda item except to decide whether to place the matter on the agenda of a future meeting. [Government Code Sections 11125 and 11125.7(a)]*
19. Legislative Update.
20. Regulatory Update.
21. Executive Officer's Report.
  - a. Administrative Update, including information on the Board's budget, personnel, BreZE and Fee Analysis status.
  - b. Licensing Unit data.
  - c. Enforcement Unit data.
22. Selection of 2026 Board meeting dates.

### **Meeting adjournment.**

The meeting may be cancelled without notice. For verification, please check the Board's website at [www.bot.ca.gov](http://www.bot.ca.gov) or call 916-263-2294 to verify meeting details.

Please consider submitting written comments to [cbot@dca.ca.gov](mailto:cbot@dca.ca.gov) no later than May 29, 2025, for consideration by the Board during *Public Comment for Items Not on the Agenda*.

In the event a quorum of the Board is unable to attend the meeting or if the Board is unable to maintain a quorum once the meeting is called to order, the Board president may, at his discretion, allow the remaining members to discuss items from the agenda and to make recommendations to the full board at a future meeting.

Opportunity for public comment is provided for each open agenda item. The Board President may apportion available time among those who wish to provide comment.

Public comments may be limited, in the discretion of the Board, as circumstances require. In the event that public comment is limited; members of the public will not be permitted to "yield" their allotted time to other members of the public to make comments.

The meeting is accessible to the physically disabled, and the Board can provide further information on the meeting upon request. A person who needs disability-related accommodations or modifications in order to participate in the meeting, or who would like to ask questions about the meeting, may make a request to Karina Clark at (916) 263-2294, by sending an email to [cbot@dca.ca.gov](mailto:cbot@dca.ca.gov), or by mailing a written request to:

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Providing at least five working days' notice before the meeting will help ensure the availability of accommodations or modifications.

For further information on this meeting and agenda, submit a written request to [cbot@dca.ca.gov](mailto:cbot@dca.ca.gov) or by mailing a request to:

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This agenda as well as Board meeting materials and meeting minutes can be found at the Board's website at [www.bot.ca.gov](http://www.bot.ca.gov).