



BOARD MEETING MINUTES

December 5, 2025

**Dominican University of California
School of Nursing and Allied Health Professions
Creekside Room, Caleruega Hall
50 Acacia Avenue
San Rafael, CA 94901**

Board Members Present

Beata Morcos – Board President
Christine Wietlisbach – Board Vice President
Ada Boone Hoerl – Secretary
Luis Arabit
Matthew Greco
Virginia Santos
Erin Schwier

Board Staff Present

Austin Porter – Executive Officer
Jody Quesada Novey – Manager
Helen Geoffroy – Board Attorney

**Friday, December 5, 2025
Board Meeting**

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

The meeting was called to order at 9:31 a.m. Secretary Ada Boone Hoerl called roll and a quorum was established.

2. President’s Remarks – Informational Only; no Board Action to be taken.

Board President Beata Morcos thanked Dominican University staff for hosting the Board meeting at their beautiful location.

President Morcos thanked Executive Officer (EO) Austin Porter for his hard work and dedication in preparing the Sunset Report and Manager Jody Quesada Novey for her support of the Board members.

There were no other Board member remarks.
There were no public comments.

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

Board Secretary Ada Boone Hoerl recognized Board staff for their hard work and dedication to the Board and the Occupational Therapy profession.

Board member Luis Arabit also thanked and recognized the Board staff for their hard work.

There were no other Board comments.
There were no public comments.

4. Public Comment for Items Not on the Agenda.

Richard Bookwalter, OTD, OTR/L, retired and former Board member introduced himself and congratulated all the new Board members on their appointments.

Samia Rafeedie, OTD/OTR/L, OTAC President and Director of the Entry-Level Doctoral Occupational Therapy program at the University of Southern California, thanked the Board and introduced herself.

EO Austin Porter presented a public comment received via email regarding AB 489 and the impact of AI and other emerging tech enabled solutions on OT. The commenter expressed interest in presenting to the Board on the current landscape of AI on OT and allied health.

Board President, Beata Morcos agreed to have this scheduled for a future meeting once more research on the matter has been done.

There were no other Board member remarks.
There were no other public comments.

5. Review and vote on approval of November 6, 2025, Board meeting minutes.

Board Secretary Ada Boone Hoerl requested the following corrections on page 2 of the November 6, 2025, Board meeting minutes.

“Ada Boone Hoerl, ROH, MA, COTA/L” should read “Ada Boone Hoerl, MA, COTA/L, ROH” and experience should be “nearly 30 years” instead of “over 30 years.”

“Candace Chatman, OTD, OTR” should read “Candace Chatman, OTD, OTR/L.”

- Christine Wietlisbach moved to approve November 6, 2025, minutes.
- Ada Boone Hoerl seconded the motion.

Board Member Vote

Beata Morcos	Yes
Christine Wietlisbach	Yes
Luis Arabit	Yes
Ada Boone Hoerl	Yes
Matthew Greco	Yes
Vicky Santos	Yes
Erin Schwier	Yes

There were no other Board member remarks.

There were no public comments.

The motion carried.

6. Discussion, review, and vote on approval of the Draft Sunset Report. May include discussion and approval of “New Issues” to include in the report.

EO Porter gave an overview of the materials provided in the preliminary Sunset Report. Below are the requested updates and changes.

Section 1

Page 15 – Board President Morcos reminded that the January 2025 meeting was canceled and that should be reflected in question 2.

Page 17 – a clerical edit was requested by President Morcos as follows: “approval form the Director of DCA” should read “approval from the Director of DCA.”

There were no other Board member remarks.
There were no public comments.

Section 2

No changes requested by the Board.

Public Comment

Richard Bookwalter, OTD/OTR/L and former Board member stated that he felt adding a footnote to table 4A outlining the fact that the biennial renewal fees have remained the same since 2001, which is 25 years would be an honorable mention.

Board President Beata Morcos stated she would also like to add that fees were reduced a few years ago to help applicants/licensees.

EO Porter stated that Section 9 of the Sunset Report discusses issues identified in the previous Sunset Report, which identified a fund imbalance with a request for a fee increase. The information discussed will be added to those sections.

Section 3

Page 30 – Board Vice President Christine Wietlisbach requested a grammar correction to the second bullet point. “*occupational therapy*” should be replaced with “*occupational therapist*”.

Board Secretary Ada Boone Hoerl suggested the following changes:

Page 32 – change Prometric test centers to Pearson Professional Assessments throughout since they are in the process of changing their name.

Page 32 – Question 14, Paragraph 2 should be corrected to read: “Candidates are encouraged to review the content outline and Certification Examination Handbook”

Secretary Boone Hoerl spoke on the changes between Prometric and Pearson Professional Assessments and how they have impacted students. Under Prometric, students were allowed to check the availability of the testing centers, to be able to plan.

Under Pearson, graduating students are required to request approval for tests to look at the testing schedule. Pearson Professional Assessments' current schedule no longer allows specific four-hour slots for NBCOT testing students, and the system is now open to various test types. Graduating students are now competing with other professions which has caused an extended wait time to sit for a test and, once scheduled, a 60–100-mile drive in some cases.

Board President Beata Morcos, thanked Secretary Hoerl for sharing her insight with the Board.

There were no other Board member remarks.
There were no public comments.

Section 4

Vice President Wietlisbach asked why the following were marked with an asterisk:

Page 43: **PROBATION**; Probationers Tolled *

Page 44: **SUBSTANCE ABUSING LICENSEES ****

Page 44: **DIVERSION ** - To be removed**

EO Porter stated the footnotes for the asterisks will be added to the report and “Diversion” will be removed as the Board does not require it.

There were no other Board member remarks.
There were no public comments.

EO Porter gave an overview of the addendum to the Sunset Report on page 7, Section 2, Question 33, which included a succinct summary of the information in the table.

Public Comment

Richard Bookwalter suggested that the Board consider adding disciplinary language regarding educators abusing their position prior to the next Sunset report due date.

Mr. Porter stated this will be added to Section 10 – New Issues, which may be added on the next Sunset Report.

Section 5

No changes requested by the Board.

There were no Board member remarks.
There were no public comments.

Section 6

Matthew Greco asked if the Board had any disciplinary action cases where a California licensee was practicing in another state without that State's license. EO Porter explained that CBOT does not have the authority to discipline a license for not following the proper license regulations of that State, but CBOT would act if that State imposed disciplinary action on that licensee.

There were no other Board member remarks.
There were no public comments.

Section 7

Pages 63 & 64 - A grammatical correction to page 63 and current graduation data from accredited schools to be added to first paragraph on top of page 64.

There were no other Board member remarks.

There were no public comments.

Section 8

No changes requested by the Board.

There were no Board member remarks.

There were no public comments.

Section 9

The responses to the last Sunset Report are included in this section, as well as a draft of the legislative language on fee authority.

Public Comment

Samia Rafeedie, OTAC President, stated that the Association receives a lot of inquiries regarding AB 5 from occupational therapists that are independent contractors wondering if they would be exempt. She asked the Board to find an author to sponsor the bill, so they are clear on what information to give independent contractors.

EO Porter stated that the topic will be included in the Sunset Report as a “New Issue” and agendaized for a future Board meeting.

There were no Board member remarks.

There were no other public comments.

- Issue 5 – EO Porter reviewed issue #5 of the Sunset Report Occupational Therapy Assistant Workforce needs.

The Centers of Excellence for Labor Market Research study was produced in 2021 and focused on the Occupational Therapy Assistant (OTA) workforce. The Responses were intended to improve California’s OTA programs and to develop policy that would ensure an adequate supply of OTA’s to meet the needs of California Occupational Therapy Consumers.

Mr. Porter suggested the Board consider creating an ad hoc committee to address the OTA workforce study and how the information should be used by the Board. The committee will provide a definitive answer to the Legislature, addressing the response given by the Board in 2022.

Board members agreed to initiate an Ad Hoc Committee on the OTA Workforce.

There were no other Board member remarks.

There were no public comments.

- Issue 10 – EO Porter gave an overview of Issue #10, Practice Act: Technical Edits on Advance Practice. Mr. Porter stated the following technical edits will be added to page 16 of the addendum:
 - Board meeting locations and frequency. At least three times a year with a meeting location requirement of once in Northern California and once in Southern California.
 - Ability to accept the surrender of a license in the absence of a legal pleading.
 - Probation monitoring costs.
 - Entry level capstone experience language. This refers to the Practice Act allowing Doctoral Capstone students to practice without being in violation.

There were no Board member remarks.

There were no public comments.

Section 10

EO Porter gave an overview of Section 10 of the Sunset Report: New Issues to Include:

- Issue #1. Implementing a fee structure that supports the long-term health of the Board's fund is of the highest priority. Recommendations to achieve this are included in Section 9.
- Issue #4. The Board looks forward to working with stakeholders and the committees on requesting an exemption from the Dynamex ABC test.
- Issue #5. The Board looks forward to taking steps as outlined in Section 9 to further utilize the information from the OTA workforce study.
- Issue #6. The Board and the Practice Committee will continue their efforts to review the requirements for advanced practice approval. The Board looks forward to submitting a rulemaking package once the review and recommendations are complete.
- Amend California Code of Regulations Section 2570.2. to include a definition for Completed Supervised Entry Level Doctoral Capstone Experience.
- Amend California Code of Regulations 2570.3 to accept the surrender of a license in the absence of a legal pleading. EO A. Porter will review minutes from the Board meeting(s) that capture the language under CCR 2570.3 to ensure the language is not duplicative.
- Request for the Board to be provided with email address by an applicant and/or licensee no later than July 1, 2027. Email addresses will be considered confidential and not for public disclosure.

Public Comment

Samia Rafeedie, OTAC President, asked if the Board considered approving continuing education courses.

EO Porter replied that to vet and approve all potential providers and courses would require more resources and staff than the Board has available.

There were no Board member remarks.

There were no other public comments.

- Matthew Greco moved to approve the Sunset Report with the discussed edits and granted the EO authority to make non-substantive changes.
- Luis Arabit seconded the motion.

Board Member Vote

Beata Morcos	Yes
Christine Wietlisbach	Yes
Luis Arabit	Yes
Ada Boone Hoerl	Yes
Matthew Greco	Yes
Vicky Santos	Yes
Erin Schwier	Yes

There were no other Board member remarks.
There were no other public comments.

The motion carried.

7. Discussion and possible action to approve proposed language to amend Business and Professions Code Section 2570.16, Fees.

EO Austin Porter gave an overview of the proposed language that would increase the maximum amount that the Board may charge for certain fees in statute. The newly proposed language would allow the Board to increase certain fees through regulation in the future, if necessary.

- Virginia Santos moved to approve the proposed language as presented, amending Business and Professions Code 2576.16 and Business and Professions Code 2576.17 to set new statutory maximums for fees.
- Erin Schwier second the motion.

Board Member Vote

Beata Morcos	Yes
Christine Wietlisbach	Yes
Luis Arabit	Yes
Ada Boone Hoerl	Yes
Matthew Greco	Yes
Vicky Santos	Yes
Erin Schwier	Yes

There were no Board member remarks.
There were no public comments.

The motion carried.

8. 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**

EO Austin Porter provided an overview of the information in the materials. He also provided the upcoming Board meeting dates with locations pending:

- February 26-27, 2026
- May 21-22, 2026
- August 13-14, 2026
- October 29-30, 2026

There were no Board member remarks.
There were no public comments.

9. Nomination and vote for Board officer positions (President, Vice President, Secretary).

Board President nomination(s) and vote:

- Christine Wietlisbach moved to nominate Beata Morcos as Board President.
- Ada Boone Hoerl seconded the motion.

There were no additional nominations, and Beata Morcos accepted the nomination.

Board Member Vote

Beata Morcos	Beata Morcos
Christine Wietlisbach	Beata Morcos
Luis Arabit	Beata Morcos
Ada Boone Hoerl	Beata Morcos
Matthew Greco	Beata Morcos
Vicky Santos	Beata Morcos
Erin Schwier	Beata Morcos

There were no Board member remarks.
There were no public comments.

The motion carried.

Board Vice President nomination(s) and vote:

- Luis Arabit moved to nominate Christine Wietlisbach for Board Vice President.
- Beata Morcos seconded the motion.

There were no additional nominations, and Christine Wietlisbach accepted the nomination.

Board Member Vote

Beata Morcos	Christine Wietlisbach
Christine Wietlisbach	Christine Wietlisbach
Luis Arabit	Christine Wietlisbach
Ada Boone Hoerl	Christine Wietlisbach
Matthew Greco	Christine Wietlisbach
Vicky Santos	Christine Wietlisbach
Erin Schwier	Christine Wietlisbach

There were no Board member remarks.
There were no public comments.

The motion carried.

Board Secretary nomination(s) and vote:

- Beata Morcos moved to nominate Ada Boone Hoerl for Board Secretary.
- Christine Wietlisbach seconded the motion.

There were no additional nominations, and Ada Boone Hoerl accepted the nomination.

Board Member Vote

Beata Morcos	Ada Boone Hoerl
Christine Wietlisbach	Ada Boone Hoerl
Luis Arabit	Ada Boone Hoerl
Ada Boone Hoerl	Ada Boone Hoerl
Matthew Greco	Ada Boone Hoerl
Vicky Santos	Ada Boone Hoerl
Erin Schwier	Ada Boone Hoerl

There were no Board member remarks.
There were no public comments.

The motion carried.

ADJOURNMENT

The Board Meeting adjourned at 2:24 p.m.