

Oregon OT Licensing Board
Board Meeting -February 6, 2026
Video conference

PUBLIC Board Minutes

The Oregon Occupational Therapy Licensing Board held a board meeting on **Friday, February 6, 2026, at 9:59am** via video conference. Board members in attendance: Board Chair Whitney Hooker, OTR/L, CLT; public member and Vice Chair Ellen Stauder; public member Elise Dorris; Heather McCarthy, OTR/L, OTA member Lisa Grebisz, OTA/L; and Nancy Schuberg, Executive Director.

Executive Session: In accordance with ORS 192.660(2)(1) which allows the Board to meet in Executive Session on matters to consider information obtained as part of complaints and disciplinary investigations and ORS 192.660(2)(f) to hear legal advice.

1. Disciplinary/Investigations/Complaints:

The following cases were considered:

- **2026-02** **New**
- **2026-03** **New**
- **2026-04** **New**
- **2024-12** **Continued**
- **2025-03** **Continued**
- **2025-07** **Continued**
- **2025-14** **Continued**
- **LEDS**

The Executive Session was adjourned at 11:20am.

PUBLIC SESSION: The Executive session was adjourned, and the meeting was brought back to public session at 11:32am. All votes were taken in public session.

3. Review and approve public and confidential Board meeting minutes and ratify list of licensees:

A MOTION WAS MADE BY Ellen Stauder AND SECONDED BY Elise Dorris TO APPROVE THE PUBLIC and CONFIDENTIAL MEETING MINUTES of the **November 7, 2025 Regular Board Meeting**. THE MOTION PASSED WITH ALL BOARD MEMBERS VOTING IN FAVOR.

Board Member votes:

Elise Dorris: Aye
Ellen Stauder: Aye
Whitney Hooker: Aye
Heather McCarthy: Aye
Lisa Grebisz: Aye

4. Motions from Executive Session:

2026-02 A MOTION WAS MADE BY Ellen Stauder AND SECONDED BY Elise Dorris TO **issue a notice of denial of license**. THE MOTION PASSED WITH ALL PRESENT VOTING IN FAVOR.

Board Member votes:
Elise Dorris: Aye
Ellen Stauder: Aye
Whitney Hooker: Aye
Heather McCarthy: Aye
Lisa Grebisz: Aye

2026-03 A MOTION WAS MADE BY Ellen Stauder AND SECONDED BY Elise Dorris TO **dismiss the case.** THE MOTION PASSED WITH ALL PRESENT VOTING IN FAVOR.

Board Member votes:
Elise Dorris: Aye
Ellen Stauder: Aye
Whitney Hooker: Aye
Heather McCarthy: Aye
Lisa Grebisz: Aye

2026-04 A MOTION WAS MADE BY Ellen Stauder AND SECONDED BY Elise Dorris TO **issue a notice of denial of license.** THE MOTION PASSED WITH ALL PRESENT VOTING IN FAVOR.

Board Member votes:
Elise Dorris: Aye
Ellen Stauder: Aye
Whitney Hooker: Aye
Heather McCarthy: Aye
Lisa Grebisz: Aye

2025-14 A MOTION WAS MADE BY Ellen Stauder AND SECONDED BY Elise Dorris TO **close the case with board direction.** THE MOTION PASSED WITH ALL PRESENT VOTING IN FAVOR.

Board Member votes:
Elise Dorris: Aye
Ellen Stauder: Aye
Whitney Hooker: Aye
Heather McCarthy: Aye
Lisa Grebisz: Aye

The Board reviewed the list of licenses issued since the last board meeting and voted to ratify the list.

RATIFY LIST: A MOTION WAS MADE BY Ellen Stauder AND SECONDED BY Elise Dorris TO **RATIFY THE LIST OF LICENSEES** ISSUED SINCE THE LAST BOARD MEETING. THE MOTION PASSED WITH ALL PRESENT VOTING IN FAVOR.

Board Member votes:
Elise Dorris: Aye
Ellen Stauder: Aye
Whitney Hooker: Aye
Heather McCarthy: Aye
Lisa Grebisz: Aye

5 Report of the Director:

2025-2027 BUDGET REVIEW:

The financial summaries for the months of **October, November and December**, the 2nd quarter months of the 25-27 biennium, were reviewed by the Board.

Revenue: October: \$8,550; November: \$6,711; December: \$6,525

Overall Expenditures: October: \$29,143; November: \$60,706; December: 35,350.

The allotment is what we can spend for the biennium and it **\$801,490 or \$33,395** per month. The month of November was higher but overall, the board is within the limitation.

Total Expenditures are broken into two categories, personal services (payroll costs) and services and supplies (everything else).

Personal Services: October: \$22,691; November: \$22,580; December: \$25,566.

Personal Services budget is **\$556,526** for the biennium or **\$23,605/mo.** December was higher as it reflects the payment of the board member stipends. The board is within limitation.

Services and Supplies: October: \$6,452; November: \$38,126; December: \$9,784.

The Sales and Supply budget is **\$234,964** or **\$9,790/mo.** November was higher due to the annual payment to Shared Financial Services but overall, the board is within the budget.

LICENSE NUMBERS: At the end of the day on November 6, 2025, the total number of licenses were: **OTs: 2,602; OT Assistants: 534** for a total of **3,136** practitioners currently licensed in Oregon. There were **55** licenses issued since the November 7, 2025 board meeting that were ratified when the board held the motions.

RENEWALS 2026: License renewals will begin on Monday, March 2-May 31, 2026. The Director reported that changes to the database have been communicated to Thentia and the office is receiving a lot of questions about renewal requirements.

2026 OTA CONFERENCE: The dates for the annual OTA Conference are Oct. 16-17 in Bend, OR. The board was invited by the OTA to give a presentation to all OTPs on Saturday morning.

AOTA NEWSLETTER: The Director shared a recent newsletter received from AOTA State Affairs group.

SUCCESSION PLAN: The Board was provided the annual Succession plan, one of items on the Governor's List of agency expectations. The plan was submitted at the end of December, and it has been accepted.

End of the director's report.

5. Public Comment: There was no public comment.

6. 2026 Legislative Session: The Legislative short session started on Monday, February 2nd, and will last through March 8th. The board is tracking HB 4040. It is an omnibus bill and adds the OT Licensing board to the list of boards that can bring their OT skills into the psilocybin preparation and integrative

therapy sessions. The board was given a presentation by the Healing Arts group at the November board meeting.

7. PT Bill HB 3824 (2025) The passage of this bill makes changes to the Physical Therapy scope of practice in Oregon. The board tracked this bill in case the OTA decides to make similar changes to the Occupational Therapy scope.

8. PROPOSED RULE AMENDMENT – 339-010-0020 (1)(h)

The proposed rule amendment adds the date of the new version of the AOTA Code of Ethics.

339-010-0020 Unprofessional Conduct:

(1) Unprofessional conduct relating to patient/client safety, integrity and welfare includes:

(h) Failing to follow principles and related standards of conduct as defined in the Occupational Therapy Code of Ethics (2025), by the American Occupational Therapy Association, to the extent they do not conflict with ORS 675.210 through 675.340.

A MOTION WAS MADE BY Ellen Stauder AND SECONDED BY Elise Dorris TO **initiate rule making**. THE MOTION PASSED WITH ALL PRESENT VOTING IN FAVOR.

Board Member votes:

Elise Dorris: Aye

Ellen Stauder: Aye

Whitney Hooker: Aye

Heather McCarthy: Aye

Lisa Grebisz: Aye

9. RULEMAKING – FEES - Criminal Conviction Determination Process

The proposed rule amendment of [339-005-0000](#) Fees adds the fee for the Criminal Conviction Determination Process to the list of fees in rule. The rule was reviewed by the board at the August 15, 2025 board meeting. Board voted unanimously to initiate rulemaking. The rule notice was filed on December 3rd, 2025 with the SOS. Notice of the proposed rule was emailed to all interested parties, the Legislature, state association, and to all licensees. It was also published on the board website. Comments were due by 1/30/26. There were no comments.

339-005-0000 Fees

Fees are non refundable. Two year licenses shall be issued to all licensees in even-numbered years at the fee schedule listed below. On a case-by-case basis the Board may approve the issuance of a one-year license.

(10) The fee for the criminal conviction determination process is \$100.

A MOTION WAS MADE BY Ellen Stauder AND SECONDED BY Elise Dorris TO **file the permanent rule**. THE MOTION PASSED WITH ALL PRESENT VOTING IN FAVOR.

Board Member votes:

Elise Dorris: Aye

Ellen Stauder: Aye

Whitney Hooker: Aye

Heather McCarthy: Aye

Lisa Grebisz: Aye

10. RULEMAKING – SCRA 339-010-0047

The federal Servicemembers Civil Relief Act (SCRA) addresses licensure portability for service members and their spouses or domestic partners, creating a standardized pathway for acquiring a new license when there is a change in station for the service member. This law was recently updated in December 2024.

The Board reviewed the rule adoption at the October 21, 2025 Special Board meeting and voted to initiate rule making. The rule was filed on December 3rd, 2025 with the SOS. Notice of the proposed rule was emailed to all interested parties, the Legislature, state association, and to all licensees. It was also published on the board website. Comments were due by 1/30/26. There were no comments. Would the board like to have a Motion to file the permanent rule.

A MOTION WAS MADE BY Ellen Stauder AND SECONDED BY Elise Dorris TO file the permanent rule. THE MOTION PASSED WITH ALL PRESENT VOTING IN FAVOR.

Board Member votes:

Elise Dorris: Aye

Ellen Stauder: Aye

Whitney Hooker: Aye

Heather McCarthy: Aye

Lisa Grebisz: Aye

11) PROPOSED RULE AMENDMENT: 339-010-0058 Criminal Conviction Determination Process.

The proposed amendment eliminates #3 that says the petitioner must pay by conviction rather than per petition and changes the wording in #4, to make it clearer as follows:

339-010-0058 Criminal Conviction Determination Process

~~(3) A separate completed petition and fee must be filed for each criminal conviction for which the petitioner is requesting a determination:~~

~~(43) If any of the records in (32)(c) no longer exist, have been sealed or are otherwise unavailable to the petitioner, petitioner must provide evidence from the agency that held the record that the record no longer exists.~~

~~(5) If any of the documents required under subsections (2) and (43) are not provided, petitioner will have 60 days to provide the required documents or information. Upon failure to comply, the petition will be deemed incomplete and will be closed.~~

(4) A petition is incomplete when it is missing one or more of the items required in this rule. An incomplete petition will expire 60 days from the date the petition form was submitted to the Board. Petitioners who allow their petition to expire must file a new complete petition, including the required fee.

A MOTION WAS MADE BY Ellen Stauder AND SECONDED BY Elise Dorris TO initiate rulemaking. THE MOTION PASSED WITH ALL PRESENT VOTING IN FAVOR.

Board Member votes:

Elise Dorris: Aye

Ellen Stauder: Aye

Whitney Hooker: Aye

Heather McCarthy: Aye

Lisa Grebisz: Aye

12. NEWSLETTER CONTENT: The next newsletter will be published in February and will include information on upcoming License Renewals.

13. OTHER BUSINESS: There was no other business discussed.

14. ADJOURNMENT: The Board Chair adjourned the meeting at 12:05pm.

Nancy Schuberg, Executive Director. February 11, 2026