

PUBLIC MEETING MINUTES * DRAFT *
Occupational Therapy Licensing Board

The Oregon Occupational Therapy Licensing Board met Friday October 12, 2007, Room 294 Smith Hall at Portland State University. Board members present were: Genevieve deRenne, MA, OTR/L, FAOTA, Chair, Jeffrey Roehm, Public member, Vice-Chair, Joyce Browne, OTA/L, and Alan King, OTR. Tom Ruedy, Public Member was not present. Felicia Holgate, Director was present. With a quorum present, Genevieve deRenne called the meeting to order at 10:03 a.m.

Robert Bond, who applied for the future public board member was introduced at 11:30 after the closed session ended. During the working lunch, the Board members met with about 40 licensees. From 1 – 3 the board members and director attended Pain management class and then met again at 3 to finish board agenda. At 5 the board members gave presentations at the 30th year anniversary of the OT Licensing Board. Gayle Shriver, staff, was also present during the 5 pm presentations.

1. Minutes: The Board reviewed Public meeting minutes, of July 27, 2007. Alan King MOVED THAT THE PUBLIC MINUTES OF JULY 27, 2007, MEETING BE APPROVED. Joyce Browne SECONDED THE MOTION AND IT PASSED WITH ALL PRESENT.

The Board reviewed Confidential meeting minutes, of July 27, 2007. Jeff Roehm MOVED THAT THE CONFIDENTIAL MINUTES OF JULY 27, 2007, BOARD MEETING BE APPROVED. Alan King SECONDED THE MOTION AND IT PASSED WITH ALL PRESENT.

2. List of Licensees: Licenses issued since the last Board meeting were distributed. Genevieve deRenne MOVED THAT THE BOARD RATIFY THE LIST OF LICENSEES ISSUED SINCE THE July 27, 2007 BOARD MEETING. Joyce Browne SECONDED THE MOTION AND IT PASSED WITH ALL PRESENT. Currently there are 1566 licensees; 257 OT Assistants and 1309 Occupational Therapists; including 3 Limited Permit holders.

3. Disciplinary/Investigations/Complaints: In accordance with ORS 192.660(1)(k), which allows the Board to meet in Executive Session on matters to consider information obtained as part of investigations of licensees. There were three cases discussed during closed session.

- **OT 2006 – 01 Probationary License:** Status report given; licensee not working; No action taken.
- **OT 2007-01 Unprofessional Conduct:** The Board reviewed further information on this compliant and took no formal action.
- **OT 2007 – 02** Issues of OT and PT: The complaint came in to both the OT and PT Boards and is still under investigation by the PT Board. It will be reconsidered.
- **OT 2007-03:** No violation found on coding issues. Case closed.
- **OT 2007-04:** The board reviewed the complaint, found the matter not to be within the jurisdiction of the board. Case closed.

4. Report of the Director: Director, Felicia Holgate continues to send monthly office report summarizing the work in the office. It has been busy with increased licensee application questions, Continuing Education and Pain management and the OTAO conference.

- The Director will have her 4th year annual performance review with the Board Chair. The Department of Administrative Services is not reviewing the issue of board director reclassification.

- **Budget Review:** The Director gave a **fiscal summary**. Monthly expenditure statements are scanned and sent to the Board members for review by e-mail. The Board reviewed monthly expenditures and discussed the financial situation. Our Legislative Approved 2007-2009 Budget for \$290,133 comes to a **monthly amount of \$12,088**.

The June 2007 expenditures were **\$ 9,754**. The July, 2007 expenditures were **\$ 9,074**. August, 2007 expenditures were **\$ 18,263**. This is high because it includes \$6,756 Shared Client Services annual charge, \$2,837 DAS annual charge and air travel and conference fees of \$565 for two board members to attend NBCOT conference; and conference fees for the Director in Seattle, both in Oct.

Revenues for **June** are **\$ 3,261**; July **\$ 3,519**, August **\$3,935**. Interest Revenue these months is close to \$1500 per month. The unofficial ending balances for the OT Licensing Board are:

2005-07 Beginning Balance:	\$ 223,956
2005-07 Actual Revenues:	\$ 224,606
2005-07 Expenditures:	\$ 212,936
2005-07 Ending Balance:	\$ 235,626

5. New Proposed Administrative Rule on Pain management: A proposed draft rule and instructions on how to do online web site information was distributed to both the board members and all licensees attending the OTAO conference. In addition this information is posted on the web site at www.otlb.state.or.us No action taken on the draft rule at this time.

The Director attended the last meeting of the Commission to discuss the new requirements and whether an OT will be appointed to the board. The Board has already offered suggestions to change the one hour online CE developed by the Pain Commission to strengthen its discussion on how occupational therapists work with pain and have at least one slide dedicated to work of OTs.

All occupational therapists in the state will have a four year period within which to complete the one time requirement of Pain CE which includes the one hour online class and an additional 6 hours of CE points. Both OTAO and the PT Associations are working on presenting pain management classes. During this OTAO conference two 2 hour classes are being offered. All classes offered by the association and the commission will be accepted. The Director added the OTAO classes on pain for this conference to the Pain Commission web site. The Director is also working with OTAO to video tape the pain classes and make them available.

6. OTAO: October conference and board presentation and involvement during the conference. The Board met during the OTAO conference at Portland State University.

Noon to 1 pm: There was a working lunch during which board members met with about 40 licensees. Discussion included the new Oregon scope of practice language passed during the 2007 legislative session, CE and the new requirement for 7 hours of Pain Management. The rules regarding OTs working in Education were not discussed because there were no OTs present for this, but the director noted that there was work being done on this issue. CE will be provided for attendance at the Board meeting.

During this public session with licensees, John White, Director of the OT Program at Pacific noted how much Jeff Roehm, Public Member has done on behalf of the OT profession. Jeff is ending his second term and deserves our thanks for all he has done as he ends his 8th year on the board as a public member.

Genevieve deRenne discussed the importance of updating the OT scope of practice and the fact that these rules can be updated as AOTA changes its definitions.

Joyce Browne discussed how supervision of OT Assistants is going well and that reminders will be sent to Assistants in January to have new supervision forms that will be accepted anytime in 2008 but by their renewal date by May, 2008.

Alan King explained the new requirements for Pain CE and that all licensees had information about the one time requirements of 7 hours which included the one hour online CE. The information is also posted on the web site.

Jeff Roehm discussed the importance of having public members on Oregon boards and several areas that the legislature is looking at this year during the interim. This includes review of health licensing board budgets, updating the practice act; and other episodic events that influence changes, including a focus on the primary duty of the boards in its mission to protect the public. Some of these areas are confidentiality of disciplinary action; how many and how public members serve on health licensing boards; impaired practitioners and how this is done on small boards with small budgets (and whether this includes drug, alcohol and mental health issues that affect practice) and the obligation of board to report crimes to the appropriate authority.

1 to 3 pm: The Board attended the OTAOC conference CE class on Pain Management.

3 pm: The board continued its board meeting.

5:00 – 6:00 pm: 30th Anniversary of OT Licensing and Professionalism: The board is hosting a **reception** that evening at 5 during the conference and is provided refreshments. The Board's **Celebration of the 30th Anniversary of OT Licensure** includes current licensees, invited former Board members. The board members gave a presentation on legislative issues. John Wygant, from Congressman's Wu's office read a letter to the members. Sybil Fischer introduced the new OTAOC lobbyist; John McCulley and he make some remarks.

6:00 pm: Buffet Dinner: continue discussion with licensees

6:30 Award Presentations: An award plaque by OTAOC was given to the Director **Felicia Holgate** for her work with the association and on behalf of Occupational Therapists.

On Saturday, October 13, 2007 the Director and Board members will be available to answer questions of licensees during the breaks at the vendor tables.

On Sunday, October 14, 2007 the Director will attend the Pain class offered at 9:30 to 11:30.

7. Discrimination and Harassment: Board reviewed the state policy and acknowledged understanding by initialing a copy at this Board meeting.

8. Other Business:

Impaired Practitioner: The Health Committee is looking at a statewide impaired practitioner program. Traditionally this applied to those addicted to drugs and/or alcohol. The program is being extended to mental health practitioners. The issue of providing help to those in trouble in a confidential program outside of the discipline side will be looked at. This is also on the agenda for the Board at the Feb. 1st strategic planning session. It is costly and how it can be set up on a statewide basis will be explored.

Splinting Issue: The director has not obtained the information needed from Dyna Splint yet, but has contacted them several times. Follow up is needed. There is concern about whether the company representative working with a patient in a facility in Oregon is licensed in Oregon and is working within the licensing and facility requirements. The Director will follow up and report back to the Board.

RESNA: The Director and Alan King will follow up at the requirement of an OT needing the certification to work with certain power wheelchairs.

Upcoming conferences on profession development

NBCOT: Certification conference dealing with discipline in Virginia in October will be attended by Joyce Brown and Alan King.

Citizens Advocacy Center: On Discipline for boards held in Seattle, Washington October 29-31 will be attended by Director, Felicia Holgate

Upcoming meeting proposed for 2008 meeting dates.

Board retreat: The strategic planning retreat is ready for Friday, Feb. 1, 2008 at McMenamins Edgefield starting with a short board meeting and then going into strategic planning for the Board.

Fri. April 25, 2008 – Portland; work on renewals, CE audits

Fri. July 25, 2008 - Seaside; at OT facility for board meeting

Fri. October, 2008 – with OTA/O conference outside Portland

Genevieve DeRenne adjourned the meeting at 3:15 p.m.
Felicia Holgate, Director on October 16, 2007