

Oregon OT Licensing Board
Board Meeting – May 1, 2026
Portland State Office Building, Conference Room 1D

PUBLIC Board Minutes

The Oregon Occupational Therapy Licensing Board held a board meeting on **Friday, May 1, 2026, at 10:00am** at the Portland State Office Building. Board members and Board staff 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.

PUBLIC SESSION

Motions:

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

A MOTION WAS MADE BY Ellen Stauder AND BY Elise Dorris TO APPROVE THE PUBLIC and CONFIDENTIAL MEETING MINUTES of the **February 6, 2026, 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

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

3. Report of the Director:

2025-2027 BUDGET REVIEW:

The financial summaries for **January, February and March**, the **3rd** quarter months of the 25-27 biennium, were reviewed by the Board.

Revenue: January: \$6,156; February: \$8,080; March: \$154,788.

Overall Expenditures: January: \$34,027; February: \$25,868; March: \$31,480.

The allotment is what the board can spend for the biennium, and it is **\$818,164 or \$34,090** per month.

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

Personal Services: January: \$22,640; February: 23,096; March: \$23,298.

The Personal Services budget is **\$583,330** for the biennium or **\$24,305/mo.** The board is within the limitation.

Services and Supplies: January: \$11,387; February: \$2,772; March: \$8,183.

The Sales and Supply budget is **\$234,834 or \$9,734/mo.** January was higher because the board paid its database costs of \$8,333 from March of 2025 through March of 2026.

2027-2029 REVENUE FORECAST: The Director reported that she submitted the 27-29 revenue forecast on March 12, 2026. The Director will re-submit the forecast following license renewals which makes up 75% of board revenue. The contract for the licensing database ends in March 2027. The procurement process is in place to shop for a new vendor. The estimated costs for a new licensing database are very high and will likely require the board to raise its fees.

RENEWALS 2026: License renewals started on March 1st and will last through May 31st. On June 1st, active licenses not renewed will changed to Lapse status. The office is very busy with licensees calling and emailing with questions regarding CE requirements and issues with getting logged into the License Portal.

LICENSE NUMBERS: At the end of the day on April 30, 2026, the total number of licensees were: **OTs: 2,678; OT Assistants: 548 for a total of 3,226** practitioners currently licensed in Oregon. There were **89** licenses issued since the February 6, 2026 board meeting that were ratified when the board held the motions.

AWARDS: The board received a letter from CFO that the board met the honor roll for accounts receivable reporting in 2025. The board also received the Gold Star award from the CFO. Board staff share these awards with their accounting counterparts in Shared Financial Services.

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. The board discussed various topics for the presentation.

NBCOT REPORT: The Director shared a recent report published by the NBCOT on direct access to care.

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

End of the director's report.

4. Public Comment: There was no public comment.

5. Use of the word “practitioner:” The board was made aware of an email from a licensee who claimed that some OTA’s are using the word practitioner to elevate their status. The board will monitor this for now.

6. 2026 Legislative Session: The short 2026 Legislative session ended on March 9th. The board was tracking HB 4040, an omnibus health bill. One section adds the OT Licensing Board to the list of boards that can bring their OT skills into the psilocybin integrative session. The director reported that the bill did pass.

7. ADMINISTRATIVE RULEMAKING – 339-010-0020 (1)(h)

The 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.

Notice of the proposed rule was filed on 2/12/26 with the SOS office. Notice of the proposed rule was sent to all licensees, the legislature, interested parties and the OTAO. It was also published on the board website. There were no public comments received.

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

8) ADMINISTRATIVE RULEMAKING: 339-010-0058 Criminal Conviction Determination Process.

The 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.

Notice of the proposed rule was filed on 2/12/26 with the SOS office. Notice of the proposed rule was sent to all licensees, the legislature, interested parties and the OTAO. It was also published on the board website. There were no public comments received.

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

9. NEWSLETTER CONTENT: The next newsletter will be sent in August with a recap on renewals and licensee numbers.

The public session was adjourned at 10:25am.

EXECUTIVE SESSION: The meeting was brought into Executive session at 10:30 am.

In accordance with ORS 192.660(2)(l) 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.

10. Disciplinary/Investigations/Complaints:

The following cases were considered:

- | | |
|-----------|-----------|
| • 2023-03 | Continued |
| • 2024-12 | Continued |
| • 2026-03 | Continued |
| • 2026-07 | Continued |
| • LEDS | |
| • 2026-06 | New |
| • 2026-12 | New |
| • 2026-05 | New |
| • 2026-07 | New |

The Executive Session was adjourned at 1:05pm.

PUBLIC SESSION: The meeting was brought back into public session at 1:07pm. All votes were taken in public session.

11. Motions from Executive Session:

2026-06 A MOTION WAS MADE BY Whitney Hooker AND SECONDED BY Elise Dorris TO **issue a notice of revocation.** 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

2026-12 A MOTION WAS MADE BY Whitney Hooker 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

2026-05 A MOTION WAS MADE BY Whitney Hooker AND SECONDED BY Elise Dorris TO **assess a civil penalty of \$1,000.** 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

2026-07 A MOTION WAS MADE BY Whitney Hooker 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

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

13. ADJOURNMENT: The Board Chair adjourned the meeting at 1:12pm.

Nancy Schuberg, Executive Director. May 7, 2026