

**Oregon OT Licensing Board**  
**Board Meeting -November 7, 2025**  
Video conference

**PUBLIC Board Minutes**

The Oregon Occupational Therapy Licensing Board held a board meeting on **Friday, November 7, 2025, @10:01am** 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.

At the start of the Executive Session, the agenda was amended to add case 2025-07.

**1. Disciplinary/Investigations/Complaints:**

The following cases were considered:

- **2024-12**            **Continued**
- **2025-10**            **New**
- **2025-12**            **New**
- **2025-13**            **New**
- **2025-14**            **New**
- **2025-07**            **New**

**PUBLIC SESSION:** The Executive session was adjourned, and the meeting was brought back to public session at 11:15am. 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 **August 15, 2025 Regular board meeting and the October 21, 2025 Special 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:**

**2025-10** 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

**2025-12** 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

**2025-13** 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

**2025-07** A MOTION WAS MADE BY Ellen Stauder AND SECONDED BY Elise Dorris TO **note that the case was reconsidered but no action was taken.** 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:**

### **2023-2025 BUDGET REVIEW:**

The Board reviewed the financial summaries for the 13<sup>th</sup> month of the 23-25 biennium. The 13<sup>th</sup> month is the final month of the biennium and includes all the revenue and expenditures from July that should be allocated to the 23-25 budget.

#### **13<sup>th</sup> Month:**

Revenue:	\$1,750
Personal Services:	\$ 0
Services and Supplies:	\$5,244

Total ending balance for the 23-25 Biennium: **\$464,493.**

### **2025-2027 BUDGET REVIEW:**

**Revenue: July: 13,334; August: 10,954; September: 9,152.**

**Overall Expenditures: July: \$24,919; August: \$34,083; September \$30,753;**

The allotment is what we can spend for the biennium and it **\$801,490 or \$33,395** per month.

The month of August 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).

**Personnel Services: July: 22,714; August: 22,662; September: 22,746.**

Personal Services budget is **\$556,526** for the biennium or **\$23,605/mo.**

The board is within limitation.

**Services and Supplies: July: 2,205; August: 11,421; September: 8,007.**

The Sales and Supply budget is **\$234,964** or **\$9,790/mo.** August was higher but overall, the board is within the budget.

The board reviewed a Budget Comparison chart by biennium, from 13-15 through the projections of 25-27. The board has enough revenue but the board is projected to be over budget by \$25K.

The \$25,000 deficit is driven by two main factors:

1. Unbudgeted Shared Financial Services (SFS) Costs: The \$43,400 budget for "Other Services and Supplies" is short by nearly \$30,000. This is primarily due to an unexpected 70% increase in SFS

charges rising from \$32K to \$55K (\$31,982 to \$54,865) that was not factored into the budget. According to SFS, the cost hike is attributed to a unit rate increases for analyst time and transaction processing, driven by the last biennium's COLA and pay equity analysis, compounded by an increased volume of licensure and corresponding transactions. In other words, the growth had in licensure last year, cost us more in accounting time because there were more transactions.

2. **Missing Personnel Costs:** Two essential personnel costs were not included in the Personal Services budget:

- Board Member Stipends: \$9,300
- Board Investigator costs: \$17,000

The board will do a budget adjustment during a future Legislative session to increase the budget.

**LICENSE NUMBERS:** At the end of the day on November 6, 2025, the total number of licenses were: **OTs: 2,564; OT Assistants: 518** for a total of **3,082** practitioners **currently licensed in Oregon**. There were **90** licenses issued since the August 15, 2025 board meeting that were ratified when the board held the motions.

**ANNUAL TRAININGS:** The board members were reminded that the required annual trainings on IT security, and harassment in the workplace, are due by Dec. 31<sup>st</sup>.

**BOARD APPOINTMENTS:** : On Sept. 30<sup>th</sup>, the Senate hearing for board appointments was held and Lisa Grebisz is officially on the board as of Oct. 1<sup>st</sup>. Board Chair and OT member Whitney Hooker was re-appointed to the board for her 2<sup>nd</sup> term.

**RENEWALS 2026:** License renewals will begin on Monday, March 2-May 31, 2026.

**2025 OTA CONFERENCE:** The dates for the annual OTA Conference are Nov. 8-9 in Seaside, OR. The Board will give a presentation on OTA Supervision at the conference, Saturday, Nov. 8.

**2026 AOTA CONFERENCE:** Due to the state budget cuts, there is a mandatory “No out-of-state travel” ban in effect, so board will not be sending anyone to the AOTA ASPIRE conference in 2026.

**KEY PERFORMANCE MEASURE- CUSTOMER SERVICE SURVEY RESULTS:** The board reviewed a summary of the customer service survey from 7/1/24-6/30/25. Out of 47 responses to our survey, board staff received 100% good or excellent rating in every category. The board also reviewed the Annual Performance Progress Report for the fiscal year of July 24-June 25 that was sent to the Legislature.

**NBCOT LEADERSHIP CONFERENCE:** The virtual forum was held on September 9-10. The Director provided notes for the Board, that she took from the conference.

**NBCOT RESEARCH INITIATIVES:** The Director shared research reports that NBCOT completed on the state regulations of retaking the NBCOT exam, and the second on Board Consolidation.

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

*End of the director's report.*

**6. Public Comment:** There was no public comment.

**7. PRESENTATION on Psilocybin Services and HB 2387 (2025):** Heidi Pendergast, Oregon Director, Healing Advocacy Fund. HB 2387 is a bill that passed last session (2025). Section 4 (1)(a) allows certain health board licensees to provide psilocybin services as licensed psilocybin service facilitators while providing health care or behavioral care services the provider is authorized to provide.

HB2387: <https://olis.oregonlegislature.gov/liz/2025R1/Downloads/MeasureDocument/HB2387/Enrolled>

**HB 2387 Section 4:**

(1)(a) As used in this subsection, “board” means:

- (A) The Oregon Board of Licensed Professional Counselors and Therapists;
- (B) The Oregon Board of Naturopathic Medicine;
- (C) The Oregon Board of Psychology;
- (D) The Oregon Medical Board;
- (E) The Oregon State Board of Nursing;
- (F) The State Board of Licensed Social Workers; and
- (G) The State Board of Pharmacy.

(1)(b) A person who is licensed or otherwise authorized by a board to provide health care or behavioral health care services and who holds a license under ORS 475A.325 may, in accordance with the provisions of ORS 475A.210 to 475A.722 and rules adopted under ORS 475A.210 to 475A.722:

- (A) Conduct **preparation** sessions and **integration** sessions with clients in addition to and while providing health care or behavioral health care services.
- (B) Conduct administration sessions with clients, so long as the person does not provide health care or behavioral health care services while providing psilocybin services.

There are plans to add the Occupational Therapy Licensing Board and the Board of Physical Therapy to the list of boards in Section (1)(a). The scope of practice is not being expanded, but the OT would be able to bring applicable skills into preparation and integration sessions.

**8. PRESENTATION by the NBCOT:** Francielle Pineda, Assistant Director, External & Regulatory Affairs provided an update to the Board on the NBCOT.

**9. NEWSLETTER CONTENT:** The next newsletter will focus on upcoming licensing renewals and will be sent out in January or February.

**10. OTHER BUSINESS:** There was no other business discussed.

**11. ADJOURNMENT:** The Board Chair adjourned the meeting at 12:59pm.

Nancy Schuberg, Executive Director. November 13, 2025