

PUBLIC MEETING MINUTES
Occupational Therapy Licensing Board
July 8, 2004

The Oregon Occupational Therapy Licensing Board met Thursday July 8, 2004 in Conference Room 715 of the State Office Building at 800 NE Oregon Street, Portland. All Board members were present:

Genevieve deRenne, MA, OTR/L, FAOTA, Chair called the meeting to order at 9:45 a.m.

Jeffrey Roehm, Vice Chair, Public Member

Greg Thielen, OTR/L

Joyce Browne, OTA/L

Tom Ruedy, Public Member arrived at 10:10 a.m.

Felicia Holgate, Director was present. Also present for the executive portion of the meeting was Raul Ramirez, Asst. Attorney General.

1. Minutes: The Board reviewed meeting minutes of April 8, May 24, May 28, 2004.

Jeff Roehm MOVED THAT THE MINUTES FROM THE APRIL 8, MAY 24 AND MAY 28 LICENSING BOARD MEETINGS BE APPROVED. Greg Thielen seconded the motion, and it PASSED UNANIMOUSLY.

2. List of Licensees: Licenses issued since the last Board meeting were distributed to Board members.

Joyce Browne MOVED THAT THE BOARD RATIFY THE LIST OF LICENSEES ISSUED SINCE THE APRIL 8, 2004 BOARD MEETING. Greg Thielen seconded the motion, and it PASSED UNANIMOUSLY.

The Director gave a report on the two-year renewals and status of expired licenses. In 2004 21 OTAs did not renew and 74 OTs did not renew. This compares to 2003 when 20 OTAs did not renew and 75 OTs did not renew. There are nine one-year licenses issued. There was one OT who received a waiver so she did not need to complete CE; and three OTs got CE extensions and signed agreements to complete their CE by end of Aug, Sept. and October, 2004.

3. Report of Director: The Director Felicia Holgate has been sending monthly office reports summarizing the work in the office. The DAS request for Suite 407 to move is not yet decided.

The Director gave a **fiscal summary**. Second quarter allotment plans show lower actual costs for each month. March monthly expenditures were \$7384 and April monthly expenditures were \$6988 and May monthly expenditures were \$8522.

Questionnaire: A draft questionnaire was distributed as a new requirement of the Oregon Progress Board and will be addressed in the 05-07 legislative process as a new performance measure. The Director will wait for further guidance on evaluating customer satisfaction.

4. AOTA documents were distributed and copies will be compared to the last one issued to determine what changes are there. The Board will consider this in an upcoming Board retreat.

5. Investigation: In Executive Session under ORS 192.660(1)(k) the Board discussed the following disciplinary cases and then returned to public session:

OT 04-01 Status report: Consent Order for a public reprimand was signed May 28, 2004.

OT 04-02 Status report: Consent Order for one year suspension was signed June 2, 2004.

OT 04-03 Greg Thielen updated the status of this case and after discussion in executive session:

Greg Thielen MOVED THAT THE BOARD ISSUE A NOTICE OF INTENT TO SUSPEND LICENSE OF **OT 04-03**. The Board finds substantial allegations of unprofessional conduct of gross negligence and unprofessional conduct under ORS 675.300(d) and OAR 339-010-0020(2)(c) and (3)(c) and (d) and (5)(a) Joyce Browne seconded the motion, and it **PASSED UNANIMOUSLY**.

OT 04-04 Joyce Brown gave a summary of the case and after discussion in executive session:

Joyce Browne MOVED THAT THE BOARD ISSUE A LETTER OF CONCERN TO LICENSEE IN CASE **OT 04-04**.

OT 04-05 Joyce Browne will continue this investigation.

The Director advised that notice on case 04-01 and 04-02 were sent to NBCOT, AOTA and HIPDB (Health care Integrity and Protection Data Bank).

6. Other business:

The OTA Conference was discussed and Board involvement during the sessions. The Board changed the October meeting to October 15, 2004 to coincide with and at the OTA conference in Corvallis. All members are interested in attending the OTA conference.

A Board Retreat was set Friday, August 27, 2004 to discuss a Board four-year working plan.

OTA Application of Jodi Gleason. Since this applicant has not been licensed in more than three years she will need to complete 45 hours of CE and a mentorship in the year immediately preceding the application under OAR 339-020-0070.

Next meeting: Changed from Thursday, October 7, 2004 to Friday October 15th in Corvallis to coincide with OTA conference in Corvallis.

Future meetings: Changed from Thursday, January 13, 2005 to Thursday, Feb. 3, 2005.

Genevieve deRenne adjourned the meeting at 12:55 pm.

Felicia M. Holgate, Director July 8, 2004