

AFFIRMATIVE ACTION STATEMENT
OREGON BOARD OF PHYSICAL THERAPY
2025-2027 BIENNIUM



Questions:

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OBPT 2025–2027 AFFIRMATIVE ACTION STATEMENT

AGENCY OVERVIEW

The Oregon Board of Physical Therapy (OBPT)* is a semi-independent agency of the State of Oregon that operates under Chapters 688, 676 and 182-454-472 of the Oregon Revised Statutes (ORS). The OBPT was created by the Oregon Legislature in 1971 with the purpose to protect the public health, safety, and welfare for all Oregonians by maintaining standards for quality care, professional skill and competence through the effective regulation of the practice of physical therapy. Physical therapy practice is governed by state statutes and rules that define the scope of practice. The Board issues licenses, promulgates rules, monitors continuing competency, investigates complaints, issues civil penalties for violations, and may revoke, suspend, or impose probation on a licensee or place limits on a licensee’s practice.

The Board is comprised of eight volunteer members: five physical therapists, one physical therapist assistant, and two public members. Each member is appointed by the Governor and confirmed by the Senate. Members serve a four-year term and may be reappointed to subsequent terms.

The agency has a total staff of four individuals for a total of 3.6 FTE. Human Resources is managed within the agency. There have been no staffing changes since 2020; and while none are currently scheduled within the next biennium, the organization actively utilizes this affirmative action plan to document the agency’s workforce demographic data and actions we will take to attract, recruit and retain underrepresented groups. This document is meant to be used in reference to and as part of the agency’s DEI Action Plan, Succession Plan and overarching Strategic Plan. Prior versions of the Affirmative Action Plan included elements of the agency’s DEI, Succession and Strategic Plans, and those portions have been moved to the corresponding document.

**The Board was renamed in the 2019 legislative session, effective January 1, 2020. Previously, the Board was named the Physical Therapist Licensing Board (OPTLB),*

AFFIRMATIVE ACTION POLICY & SUMMARY STATEMENTS

Affirmative Action Policy Statement

The Oregon Board of Physical Therapy is committed to:

- Maintain an open and welcoming working environment that honors and values all individuals,
- Employ within our own operations and policies a culturally responsive lens that advances equity, diversity, and inclusion, and removes structural and cultural barriers to individual achievement, and,
- Always engage multiple voices and perspectives on the issues of equity, diversity, and inclusion.

The Oregon Board of Physical Therapy will not tolerate discrimination or harassment on the basis of age, color, marital status, mental or physical disability, national origin, race, religion, sex/gender, sexual orientation, or any reason prohibited by state or federal statute. Nor shall the Board do business with any vendor/provider for the State of Oregon who discriminates or harasses in the above-described manner. All employment and personnel actions of the Board, all licensing and disciplinary actions, all outsourcing and contracts shall be administered according to this policy.

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All staff of the Board shall adhere to the Affirmative Action Policy Statement. Management staff, in particular, shall assure that the intent, as well as the requirements, are implemented in all employee relationships and personnel practices. In addition, it is the duty of every employee of the Board to create a job environment which is conducive to non-discrimination policies and free of any form of discrimination or harassment. The application of this policy is the individual responsibility of all administrative and professional staff, and each shall be evaluated on his/her performance in achieving this Affirmative Action Policy, as well as in other job performance criteria. The Affirmative Action Policy and Summary Statements are posted on the Board's website, and a hard copy is available at the Board office. Failure to meet Affirmative Action standards is subject to disciplinary action.

All employees shall be advised of the procedure for lodging a discrimination/harassment complaint, and all employees with concerns of any kind related to affirmative action shall be encouraged to bring them to the attention of the Executive Director.

It is further the policy of the Board to establish and maintain this program of affirmative action to provide for a method of eliminating any effects of past or present discrimination, intended or unintended, which may be indicated by analysis of present employment patterns, practices, or policies.

This Affirmative Action Policy Statement was originally approved/adopted by the Board at its January 5, 2017, Board meeting and was effective July 1, 2017. It will be evaluated biannually. The Statement was most recently evaluated by the Board in the context of the review of the 2023-25 plan in late 2023.

Progress & Alignment

While the OBPT has had workforce stability at the staff level for several biennia, thereby obviating objectives related to recruitment, agency focus continues to be on maintaining an inclusive environment to honor the intersectionality of current staff, as well as to continually focus on improvement and readiness through implementation of strategic and DEI plans relating to affirmative action in those broader contexts. Stated differently, the affirmative action statement is one lens used in the implementation and evaluation of the agency's strategic objectives and overall commitment to diversity, equity, inclusion and belonging in agency programs and policies.

23-25 Biennium Progress

OBPT did not experience any staff openings or recruitments in the biennium. For focus on existing staff, as documented on individual training plans and as informed by the Agency DEIB Plan, Board staff attended several DEI trainings offered through the Counsel for Licensure, Enforcement and Regulation (CLEAR), the Federation of State Boards of Physical Therapy (FSBPT), and Partners In Diversity. All trainings are discussed in subsequent staff meetings to identify opportunities to implement demonstrated practices and learnings.

With regard to the Board, there were several vacancies in 2023-2025 which presented an opportunity to intentionally recruit from a broad range of under-represented groups for candidates meeting the statutory requirements for the open positions. Most Board member positions require a specific license type and years of experience, which narrows the available population of potential applicants. Statute also requires the Board to be balanced with regard to race, gender, geographic region and practice setting, which also guides recruitment. Working with the Governor's Policy Advisor Board staff used various networks and

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available demographic and geographic information to solicit candidates for the Governor’s consideration. Board staff were successful in finding multiple candidates for each open recruitment, and ultimately were able to increase the racial and geographic diversity of the Board, while maintaining overall gender and practice representation.

25-27 Biennium Forecast

The Agency does not anticipate any staffing changes during the 25-27 biennium, nor entering into any new contracts. Staff will continue to emphasize training and dialog on DEIB, with specific training identified in individual training plans each year.

The Agency does anticipate two board member openings in 2026 that will require recruitment; four other positions will reach the end of their first terms and this may result in additional openings. Staff will work with the Governor’s policy analyst and other parties to disseminate information about the open positions as widely as possible and encourage individuals from underrepresented groups to apply. Staff will further work with the policy analyst to use the openings to balance the overall board as required by statute to the greatest extent possible.

Leadership Evaluation

ORS 659A.012 has the following requirement for agencies: *To achieve the public policy of the State of Oregon for persons in the state to attain employment and advancement without discrimination because of race, religion, color, sex, marital status, national origin, disability or age, every state agency shall be required to include in the evaluation of all management personnel the manager's or supervisor's effectiveness in achieving affirmative action objectives as a consideration of the manager's or supervisor's performance.*

The Executive Director (ED) serves as the HR manager and Affirmative Action Representative for the agency and is the only staff position in a management or supervisory position. The promotion of equity is a core competency identified in the position description, and a specific topic for evaluation during each review. During 23-25, the specific evaluation included evidence of the ED updating and submitting qualifying Strategic, DEI and Succession Plans for review and approval in a timely manner reflective of OBPT policy and objectives. Development of staff training plans included appropriate DEI training, and staff demonstrated learnings in discussions with other staff and Board members. Demonstration of consideration of Trauma and Bias are reflected in Board discussions as part of the Board’s deliberation process based on training and discussions initiated by the ED. Finally, diversity of the Board itself was increased through planning and action by the ED, in coordination and consultation with staff and the Governor’s Office.

Discrimination or Harassment Complaint Process

Individuals should follow the complaint process described in OBPT policy for Harassment-free Workplace if they feel they have been subjected to unlawful discriminatory actions. They may contact the Executive Director (OBPT.Exec@oregon.gov), the current Board Chair or may alternatively contact DAS CHRO (chro.hr@das.oregon.gov).

Additionally, if your concern is not resolved, you can follow this step:

File a complaint with The Civil Rights Division of the Bureau of Labor and Industries (BOLI); please see <https://complaints.boli.oregon.gov/home/landing> for more information.

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Succession Plan

As part of the Governor Kotek’s expectations, agencies are required to have an agency succession plan in place. More information about Governor Kotek’s expectations can be found here:

<https://www.oregon.gov/das/Pages/Strategic-initiatives-and-enterprise-accountability.aspx>.

The agency has submitted and received approval from DAS for the current succession plan. The plan is updated as needed in response to any changes in staffing or business needs, or at a minimum of once a year.

Contracting

ORS 659A.015 requires affirmative action reports to include information on awards of construction, service, and personal service contracts awarded to minority businesses.

The agency did not award any new construction, service or personal service contracts in 23-25. The agency does not anticipate any new construction, service or personal service contracts in 25-27.