**899 North Capitol St. NE – 2ndFlr.**

**Washington, dc 20002**

**December 16, 2013**

**2:30pm-5:00pm**

Meeting minutes

**BOOT Mission Statement:**

“To **provide oversight to licensed professionals and ensure the health and safety of citizens and visitors in the District of Columbia through provision of health care services**.”

BOARD MEMBERSHIP/ATTENDANCE:

|  |  |  |
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| BOARD MEMBERS: |  |  |
|  | frank Gainer, MHS OTR/L FAOTA | Present |
|  | tracey ellis, OTR/L, MPH | Present |
|  | Roxanne Arneaud, Esq., OTR/L | Present |
|  | Charles Bond, MS, CTRS, RRT | Present |
|  |  |  |
| STAFF: | Robin Jenkins, Executive Director |  |
|  | Mavis L. Azariah Armattoe – health licensing specialist |  |
|  | Rebecca Odrick – Investigator |  |
|  | Timothy Handy – supervisory investigator |  |
|  | Diane Moorer – IT Support |  |
|  |  |  |
| LEGAL STAFF: | Panravee Vonjaroenrat - Assistant Attorney General |  |

The Minutes begins on the next page.

OPEN SESSION: Call to Order at 2.46pm

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| 1216-68 | **OPEN SESSION MINUTES**  Consideration of the open session minutes of the June 2013 meeting.  Board Action: Board approved the June open session minutes with minor changes. | ALL |
| 1216-69 | **UNIFISHED BUSINESS**  **STATUS OF OT/OTA REGULATIONS**  **Board Action**: Ms. Tracey Ellis motioned for the OT and OTA to be approved as final. The motion passed.  **Background:** The Board has made revisions to the OT regulations by separating OT and OTA regulations. The Board voted for both regulations to be moved forward for approval. At the last meeting the Board reviewed and accepted further changes suggested by the OAG office -legal sufficiency review. The Regulations have passed the 30 day public comment period with no comments. | PV |
| 1216-70 | **OT Town Hall Meeting of 2013**  **Board Action:**The Board agreed to schedule the next town hall meeting on February 20, 2014 at 5.30pm. The meeting would be held at Howard University and the Vice President of AOTA would be the guest speaker and the new OT and OTA regulations would also be discussed at this meeting.  **Background:** The OT Board holds town hall meetings every year for its licensees on varied topics. This year’s meeting is expected to discuss the new OT and OTA regulations. | FG |
| 1216-71 | **Continuing Education (CE) Audit**  **Board Action:** Ms. Tracey Ellis motioned for the Board to audit 20% of active licensees and to adopt the audit failure terms established in 2011 to the 2013 audit with the following changes: 2nd time offenders fines should be doubled and 3rd time offenders should be tripled and orders made public.  **Background:** The Board is required by the OT regulations to conduct an audit on the continuing education credits 60 days after the Renewal ends. For the last renewal the Board audited 25% of Active licensees. The fines were set at $50 per missing CEU, $250 for late responses and double of the total fine for 2nd time failures. | ALL |
| 1216-72 | **Revision of Recreational Therapy Regulations**  **Board Action:** Mr. Charles board made a motion for the attorney to draft language for supervised practice for the Recreational Therapy regulations.  **Background:** The Recreational Therapy current regulation does not have a section on supervision. To approve applicants for the registration for supervised practice the regulations would have to be revised to include a section on supervision. | ALL |
| 1216-73 | **Discussion of Reporting Cases in Newsletter**  **Board Action:** The Board agreed to provide a summary of OT’s fined for failing the CEU audit in next newsletter.  **Background:** The Board discussedreporting disciplinary actions in the newsletter, the feedback from the current OT newsletter, and whether to continue to report disciplinary actions in future newsletters. | ALL |
| 1216-74 | **Ethics Course for OT’s**  **Board Action:** Ms. Roxanne Arneaud motioned for the Board to accept the Course Ethics Issues and Decision Making in Occupational Therapy as the standard ethics course for offenders. The motion passed.  **Background:** The OT Board occasionally requires licensees to take a Board approved Live Ethics course as part of a disciplinary action. Licensees normally notify the Board of their difficulty in finding appropriate live Ethics courses. The Board chair has details of a course he wants the Board to review and approve for licensees in such circumstances. |  |
|  | **Comments from the Public**  None |  |

This completed the OPEN SESSION Agenda

**TO BE READ BY THE CHAIRPERSON PRIOR AT THE END OF THE PUBLIC SESSION.**

**This concludes the Public Open Session of the meeting, and pursuant to D.C. Official Code § 2-575(b), and for the purposes set forth therein, the Board will now move into the Closed Executive Session portion of the meeting.**

The Opens Session Board meeting ended at \_\_\_\_\_\_\_\_\_\_\_. The Next Board meeting is scheduled for March 2014.