

1 **Texas Board of Occupational Therapy Examiners**
2 **BOARD MEETING MINUTES**
3 Telephonic Conference Call
4 February 5, 2021
5 8:00 AM
6

7 **Members Present:** Jacob Boggus, Public Member
8 Blanca Cardenas, Public Member
9 Jennifer Clark, COTA
10 Karen Gardner, OTR
11 DeLana Honaker, OTR, PhD, CLT, FAOTA, Secretary
12 Eddie Jessie, Public Member
13 Stephanie Johnston, OTR, OTD, FAOTA, Chair
14 Sally Harris King, COTA
15 Todd Novosad, OTR, Vice Chair
16

17 **Members Absent:** None
18

19 **Counsel Present:** Rosalind Hunt, Assistant Attorney General
20

21 **Staff Present:** Amy Carter, Chief Investigator
22 Randall Glines, Staff Services Officer
23 Ralph Harper, Executive Director
24 Karissa Rodriguez, Licensing Manager
25 Lea Weiss, OT Coordinator
26

27 **Public Attendees:** Judith Joseph, OTR, Executive Director,
28 Texas Occupational Therapy Association
29 Jason Stark, President,
30 Texas Occupational Therapy Association
31

32 **The Texas Board of Occupational Therapy Examiners may discuss and/or take action on**
33 **any of the following agenda items. The Board may go into executive session on any**
34 **agenda item listed below as authorized by the Open Meetings Act, Texas Government**
35 **Code, chapter 551.**
36

37 **1. Call to Order**

38 The meeting was called to order at 8:07 AM by Stephanie Johnston, Presiding Officer.
39

40 **2. Roll Call for Board Members**

41 Stephanie Johnston noted that Jacob Boggus had been recently appointed as a public member
42 and Ralph Harper certified that Jacob Boggus had completed the required board member
43 training. Stephanie Johnston conducted a roll call for members, who were all in attendance.
44 Stephanie Johnston noted that a quorum existed.
45

46 **3. Roll Call for Public Participants**

47 Stephanie Johnston requested that the public attendees introduce themselves.

48

49 **2. Roll Call for Board Members**

50 Stephanie Johnston returned to agenda item 2 and asked the board members to introduce
51 themselves as a new member had been appointed.

52

53 **4. Excusing Board Member absences**

54 No action taken.

55

56 **5. Public Comment**

57 Judith Joseph commented on Texas Occupational Therapy Association (TOTA) activities
58 concerning the development of the OT Compact. She also noted that TOTA has received calls
59 from licensees regarding license renewal and other Board functions, which TOTA directs back
60 to the Board. She also noted information included on TOTA's web site and updates regarding
61 TOTA's continuing education approval process.

62

63 **6. Minutes of November 6, 2020**

64 **Motion: To approve the minutes**

65 **Made by: DeLana Honaker**

66 **Second by: Karen Gardner**

67 **Motion passed.**

68

69 **7. Executive Director's Report concerning fiscal and budgetary matters, performance
70 measures, ongoing projects, agency personnel matters, Executive Council
71 activity, current legislative session, and other agency business**

72 Ralph Harper briefed the Board on fiscal and budgetary matters, performance measures,
73 ongoing projects, agency personnel matters, Executive Council activity, the current legislative
74 session, and updates regarding the slated relocation of the agency, along with other state
75 agencies located in the William P. Hobby building, to a new capital area complex in Austin in
76 2022. Ralph Harper noted the agency's response to COVID-19, updates regarding the
77 Centralized Accounting and Payroll/Personnel System (CAPPS) Financials program, and recent
78 and current audits of the agency's activities, including the Texas Workforce Commission (TWC)
79 Personnel Policies and Procedures Review Audit, the Comptroller's Office of Public Accounts
80 (CPA) follow up audit to the Post-Payment Audit, and the State Auditor's Office (SAO) Audit on
81 Licensing and Enforcement.

82

83 **8. Investigation Committee Report concerning:**

84 **A. Agreed Orders for case #s: 20-214, 20-229, 20-301, 20-311, 20-316, 20-325,
85 20-335, 20-342, 21-009, 21-021, 21-049, 21-096, 21-109, 21-138, 21-141**

86

87 **Motion: To approve the agreed order for case number 21-141**

88 **Made by: Investigation Committee**

89 **Second by: None Required**

90 **Motion passed.**

91

92 **Motion: To approve the agreed orders for case numbers 20-311 and 21-138**

93 **Made by: Investigation Committee**

94 **Second by: None Required**
95 **Motion passed.**
96
97 **Motion: To approve the agreed orders for case numbers 20-342, 21-009, and 21-021**
98 **Made by: Investigation Committee**
99 **Second by: None Required**
100 **Motion passed.**

101
102 **Motion: To approve the agreed order for case number 20-301**
103 **Made by: Investigation Committee**
104 **Second by: None Required**
105 **Motion passed.**

106
107 **Motion: To approve the agreed orders for case numbers 21-049, 21-096, and 21-109**
108 **Made by: Investigation Committee**
109 **Second by: None Required**
110 **Motion passed.**

111
112 In addition, Amy Carter reported on case numbers 20-316 and 20-335 and that pursuant to
113 §454.255 of the Occupational Therapy Practice Act, the individuals' licenses will be
114 administratively suspended due to failure to complete the fingerprinting requirement.

115
116 The remaining cases were not presented to the Board at this time.

117
118 **B. Number of cases reviewed, Agreed Orders issued, informal conferences,**
119 **and other investigative matters discussed during the Investigation**
120 **Committee Meeting of December 29, 2020**

121 Amy Carter reported that fifty-four cases were reviewed at the December 29, 2020 meeting,
122 resulting in the Investigation Committee's issuance of ten Agreed Orders. One informal
123 conference was held.

124
125 **C. Performance measures, on-site investigation visits, school presentations,**
126 **DPS audit findings, and other investigative activities that have occurred**
127 **between this meeting and the Board's last meeting**

128 Amy Carter reported on performance measures, on-site investigations, presentations, further
129 investigative activities, and the recently completed audit by the Department of Public Safety
130 (DPS) of the agency's fingerprinting procedures.

131
132 **9. OT Coordinator's Report, concerning Board licensing statistics, entry-level**
133 **occupational-therapy accreditation statistics and updates, and the development of**
134 **an interstate licensure compact in occupational therapy by the Council of State**
135 **Governments, the American Occupational Therapy Association, and the National**
136 **Board for Certification in Occupational Therapy**

137 Lea Weiss discussed Board licensing statistics, entry-level occupational-therapy accreditation
138 statistics and updates, and updates concerning the development of an interstate licensure
139 compact in occupational therapy by the Council of State Governments, the American
140 Occupational Therapy Association, and the National Board for Certification in Occupational
141 Therapy.

142
143 **10. Presiding Officer's Report, concerning developments in the field of occupational**
144 **therapy, including the development of an interstate licensure compact in**

145 **occupational therapy by the Council of State Governments, the American**
146 **Occupational Therapy Association and the National Board for Certification in**
147 **Occupational Therapy; and entry-level occupational-therapy accreditation**
148 **updates, including concerning the Accreditation Council for Occupational**
149 **Therapy Education**

150 Stephanie Johnston briefly addressed the items.

151

152 **11. Future Board meeting dates and agenda items for future consideration**

153 Stephanie Johnston noted that Board meetings have been scheduled for May 7, 2021; August
154 6, 2021; October 29, 2021; and February 4, 2022, with possible committee meetings to be held
155 May 6 and 7, 2021; August 5 and 6, 2021; October 28 and 29, 2021; and February 3 and 4,
156 2022.

157

158 **12. Election of Board officers**

159 Stephanie Johnston noted that as a new board member had been recently appointed, elections
160 would be held for the officer positions of Vice Chair and Secretary.

161

162 Stephanie Johnston nominated Todd Novosad for vice chair.

163

164 **Motion: To elect Todd Novosad as Board Vice Chair**

165 **Made by: Karen Gardner**

166 **Second by: Eddie Jessie**

167 **Motion passed.**

168

169 Stephanie Johnston nominated DeLana Honaker for secretary.

170

171 **Motion: To elect DeLana Honaker as Board Secretary**

172 **Made by: Sally Harris King**

173 **Second by: Blanca Cardenas**

174 **Motion passed.**

175

176 **13. Adjournment**

177 The Board adjourned at 9:18 AM.

178

179 **Minutes approved on: May 7, 2021**