Texas Board of Occupational Therapy Examiners
BOARD MEETING MINUTES
May 1, 2026
1801 Congress Ave Ste 10.900
Austin, TX 78701
9:00 AM

Members Present: Estrella Barrera, OTR
Blanca Cardenas, Public Member
Karen Gardner, OTR, Secretary
Chelsea Howell, Public Member
Eddie Jessie, Public Member
Stephanie Johnston, OTR, Chair
Sally King, COTA
Erin Smith, OTR
Lynn Wilde, COTA

Members Absent: None

Counsel Present: Rosalind Hunt, Assistant Attorney General

Staff Present: Amy Carter, Director of Enforcement
Randall Glines, Staff Services Officer
Ralph Harper, Executive Director
Nicole Palmer, Staff Services Officer
Lea Weiss, OT Coordinator

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

1. Call to Order

The meeting was called to order at 9:17 AM by Stephanie Johnston, Presiding Officer. Stephanie Johnston called the roll and announced that a quorum existed. Ralph Harper certified that Erin Smith and Lynn Wilde, the Board's new OT and OTA professional board members, respectively, had completed their board member training.

2. Excusing Board Member absences

No members were absent.

3. Public Comment

Leslie Smart, chair of the Standards and Practice Committee of the Texas Occupational Therapy Association (TOTA), read the public comment that Judith Joseph, Executive Director of TOTA, submitted on the association's behalf requesting additional options for public access to board meetings.

4. Minutes of February 6, 2026, meeting

Motion: To approve the minutes
Made by: Sally King
Second by: Eddie Jessie
Motion passed.

5. Executive Director's Report concerning fiscal and budgetary matters, performance measures, ongoing projects, agency personnel matters, IT matters, Executive Council activity, recent legislative sessions, and other agency business

Ralph Harper briefed the Board on fiscal and budgetary matters, recent legislative sessions, agency personnel matters, other agency business and ongoing projects, and IT matters.

6. Investigation Committee Report concerning:

A. Agreed Orders for case #s: 2025-00882, 2025-00934, 2025-01022, 2026-00005, 2026-00087, 2026-00138, 2026-00209, 2026-00223, 2026-00253, 2026-00254, 2026-00255, 2026-00256, 2026-00263, 2026-00273, 2026-00293, 2026-00305, 2026-00309, 2026-00319, 2026-00325, 2026-00340, 2026-00344, 2026-00353, 2026-00380, 2026-00400, 2026-00458, 2026-00459, and 2026-00509

Amy Carter presented motions from the Investigation Committee to approve agreed orders for the following case numbers: 2026-00253, 2026-00254, 2026-00255, 2026-00256, 2026-00138, 2026-00325, 2026-00344, 2026-00353, 2025-00934, 2026-00509, 2026-00380, 2026-00273, 2026-00309, 2026-00005, 2026-00223, 2025-01022, 2026-00293, 2026-00263, 2025-00882, and 2026-00458.

The Board approved the agreed orders.

Agreed orders for the remaining cases were not presented to the Board.

B. Number of cases reviewed, Agreed Orders issued, informal conferences, and other investigative matters discussed during the Investigation Committee Meeting of March 6, 2026

Amy Carter reported that one hundred four cases were reviewed by the Investigation Committee at the meeting. Twenty-five orders were issued by the Investigation Committee, twenty of which were accepted. Seven informal conferences were held.

C. Performance measures, on-site investigation visits, school presentations, and other investigative activities during the second quarter of Fiscal Year 2026

Amy Carter reported on performance measures, on-site investigation visits, school presentations, and other investigative activities during the second quarter of Fiscal Year 2026.

7. Adopting changes to 40 Texas Administrative Code (TAC) §374.1, Disciplinary Actions, including to correct a typo

Lea Weiss addressed the agenda item and noted changes that could be adopted to the section to correct a typo and that no public comment was received regarding the changes.

Motion: To adopt proposed rule §374.1, relating to Disciplinary Actions, as published, with an effective date of June 1, 2026, or as soon as possible thereafter
Made by: Chelsea Howell
Second by: Estrella Barrera
Motion passed.

8. Proposed rule changes pursuant to SB 912 (89th Regular Legislative Session) concerning a CE tracking system, and status of RFO and/or RFP, including posting, questions, or responses

Lea Weiss addressed the agenda item and the recent posting on the Texas Comptroller's Electronic State Business Daily (ESBD) of an RFO concerning the implementation of a CE tracking system pursuant to SB 912. Lea Weiss noted that it was anticipated that proposals from vendors submitted pursuant to such would be addressed at the next board meeting.

9. Texas Attorney General Opinion No. KP-0516 (2026) regarding Social Security Numbers Required for Occupational Licenses

Lea Weiss addressed the agenda item and noted that with regard to the attorney general opinion, it had been determined that as of September 1, 2026, Social Security numbers would be required to obtain, renew, or restore a license issued by the agency. Lea Weiss addressed steps that were being taken to implement the change and the Board discussed the agenda item.

10. OT Coordinator's Report, concerning developments in the field of occupational therapy and updates regarding regulatory matters in occupational therapy, including Board licensing, CE audit, and entry-level occupational therapy accreditation statistics and updates; recent and developing legislation; and trends and developments in occupational therapy regulations

Lea Weiss reported on Board licensing, CE audit, and entry-level occupational therapy accreditation statistics and updates and legislation during the recent regular legislative session.

11. Presiding Officer's Report, concerning developments in the field of occupational therapy and updates regarding regulatory matters in occupational therapy, including entry-level occupational-therapy accreditation updates; trends and developments in occupational therapy regulations, practice, standards, and guidelines; Board and committee appointment updates; and regulatory conferences and events

Stephanie Johnston noted the years of service Jennifer Clark and Todd Novosad, whose terms had expired, had given the Board and thanked them in absentia. Stephanie Johnston welcomed the new board members and members introduced themselves. Stephanie Jonston also noted that she had recently attended the American Occupational Therapy Association's annual conference.

12. Election of Board Vice Chair

Stephanie Johnston noted that the Board would be holding an election for the board vice chair position as the previous vice chair, Todd Novosad, was no longer serving on the board. Stephanie Johnston addressed the position.

Stephanie Johnston asked for nominations for board vice chair.

Stephanie Johnston nominated Sally King for board vice chair.

Motion: To elect Sally King as Board Vice Chair
Made by: Chelsea Howell
Second by: Karen Gardner
Motion passed.

13. Future Board meeting dates and agenda items for future consideration

Stephanie Johnston noted that board meetings had been scheduled for August 7, 2026; October 30, 2026; January 28, 2027; and May 7, 2027, with possible committee meetings to be held February 5 and 6, 2026; April 30 and May 1, 2026; August 6 and 7, 2026; October 29 and 30, 2026; January 28 and 29, 2027; and May 6 and May 7, 2027.

14. Adjournment

The Board adjourned at 11:18 AM.

Minutes approved on: August 7, 2026