



September 26 2022 OTGB Public Meeting

Minutes

Occupational Therapy Governing Board
Sep 26, 2022 at 10:00 AM EDT

@ OPLC - 7 Eagle Square, Concord, NH 03303 - Meeting in person required - Public Attendance available via Zoom <https://us02web.zoom.us/j/82063450163>

Attendance

Members Present:

Olivia Freeman, Sarah Hinkley, Traci Johnson, Nicole Quartulli

Guests Present:

Jessica Whelehan - Board Administrator

Guests Present (Remote):

Jenna Wilson - Board Administrator, Lauren Warner - Board Counsel

I. Call to Order

Meeting scheduled to begin at 10:00 am. If a voting member has been allowed to attend remotely, identify that member, have them check that they can clearly hear and be heard, and that they are alone in the room. Note that all votes must be via roll call vote if any voting member is attending remotely.

Olivia Freeman, Chair, called the meeting to order at 10:00 am.

II. Approval of Public Minutes

Motion:

Approve the public minutes from the August 29, 2022, meeting as amended.

Motion moved by Sarah Hinkley and motion seconded by Traci Johnson. Motion passed unanimously.

III. New Business

A. AOTA Update

The Board reviewed the AOTA newsletter.

The Board reviewed the AOTA update. Olivia stated she would be at the conference, as her place of employment had been accepted to present.

Olivia provided an update from the NH Allied Health Board of Directors meeting. She explained that OPLC was streamlining the Board appointment and reappointment process, moving towards an online document repository. Olivia shared the NBCOT Databook, a copy of which was sent to the Board, and the Board Chair.

Olivia asked Jessica Whelehan if the Board would be able to ask "fact finding" questions on their renewal next year, questions such as "Do you understand when the R may be used"? Jessica stated that any changes to the form would require JLCAR review.

Olivia asked about a potential "Strategic Plan" that would detail when rules were expiring, and what goals the Board wanted to work towards in the next 5 years. She elaborated that she sometimes felt rather blindsided regarding the expiration dates. Jessica reassured the Board that OPLC was providing that sort of administrative support. She also stated that the Board was welcome to develop a Strategic Plan, noting, however, that the Board was tasked with protecting public safety through credentialing and the monitoring of statutes and rules. Jessica also educated the Board regarding the expiration dates of rules, and where that information is publicly available. Traci offered to put together a table or a spreadsheet to help the Board members visualize the expiration dates. Jessica reminded the Board that they may not want to always wait for a rule to expire before making changes; Olivia agreed, pointing out that changes with the Compact or other national changes should be dealt with as they came up.

IV. Licensure Approval

A. Fast-Track Approvals

 [OTGB Fast-Track Approvals 20220919.pdf](#)

The Board reviewed the list of licensees approved under the Fast-Track program.

V. Rules Review and other Legislative Topics - No Items

VI. Non-Public Session (Motion, Second, Roll Call Vote - read script in "Section Description")

Motion:

Conduct a Non-Public session for the purpose of discussing investigations of alleged licensee misconduct and other confidential Board business. Such a non-public session is authorized by RSA 91-A:3, II (c), RSA 91-A:3 II (e), RSA 91-A:5, IV, *Lodge v. Knowlton*, 119 N.H. 574 (1978), and the Board's executive and deliberative privileges.

Motion moved by Traci Johnson and motion seconded by Sarah Hinkley. Motion passed unanimously by roll call vote at 10:18 am.

VII. Resume Public Session

Resumed at 10:25 am.

VIII. Seal the Minutes of the Non-Public Session (Read script in "Section Description")

Motion:

Seal the minutes of the non-public session to maintain the privacy of the items discussed in non-public session pursuant to RSA 91-A:3, II (c), on the grounds that public disclosure may adversely affect the reputation of a person other than a Board member or render the proposed action ineffective.

Motion moved by Sarah Hinkley and motion seconded by Traci Johnson. Motion passed unanimously.

IX. Adjourn meeting

Olivia noted that the next meeting would be on October 31, 2022, and that she would not be able to attend in person. The remaining Board members confirmed that they would be able to attend the meeting in person.

Meeting adjourned at 10:30 am.