



Occupational Therapy Public Meeting Minutes

Occupational Therapy Governing Board

Monday, March 10, 2025 at 10:00 AM

Attendance:

Present: Traci Johnson – Chair (TJ), Kimberly Shurtleff (KS), & Nicole L. Quartulli (NQ).

Absent: Patricia H. Gruttenmeyer.

Staff: Elizabeth Eaton, Esq. – Board Counsel, Carson Hansford – Board Administrator.

Minutes:

I. Call to Order

TJ called the meeting to order at 10:02 AM

II. Approval of Public Minutes

A. Public Minutes from Previous Meeting 02.10.2025

Motion: Upon a motion by KS and a second by NQ the Board voted to approve the minutes as presented; unanimous,

III. Public Comment

Discussion: There were no members of the public present to provide public comment.

IV. Licenses Issued 01/27/2024 through 02/21/2025

Discussion: Board noted.

V. Rules with Chantell Wheeler and Nik Frye, Esq. 10:30 AM

A. OCC 400

Active in the profession, KS asked how the Board got to 100 hours, the Board got it from PT.

Board can add a paragraph C that points to the waiver rule in OCC 200. The Board will need to finalize the rules in April. Next month the Board will be having a hearing on the OCC 100 rules.

B. OCC 300 Conversation

Nik spoke about changes come into OPLC including new software, Nik spoke about the need for the Board to create an addendum to and adopt the universal application.

C. Universal Applications

VI. Board Administrator Updates

Carson talked about how to upload your NBCOT certificate and is working on how to get a guide on how to upload the certificate to NBCOT.

VII. Legislative Topics and Updates

Counsel spoke to legislative topics, there is nothing noted that has a direct impact on the profession at this time.

VIII. Non-Public Session

Motion: Upon a motion by NQ and a second by TJ the Board voted to enter into a non-public session conducted 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) & (e), RSA 91-A:5, IV, *Lodge v. Knowlton*, (1978), and the Board's executive and deliberative privileges; unanimous.

IX. Sealing of the Non-Public Session Minutes

Motion: Upon a motion by NQ and a second by KS the Board voted to seal the minutes of the non-public session. Minutes of the non-public session are sealed 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; unanimous.

X. Adjournment

The Board adjourned at 11:22 AM