



# August 28, 2023, OTGB Public Meeting Minutes

Occupational Therapy Governing Board

Aug 28, 2023 at 10:00 AM EDT

@ OPLC - 7 Eagle Square, Concord, NH 03301

## **Attendance**

### **Present:**

Members: Olivia Freeman (OF), Sarah Hinkley (SH) Traci Johnson (TJ), Nicole Quartulli (NQ)  
(remote)

Guests: Elizabeth Eaton-Board Counsel (remote), Nikolas Frye-Hearings Officer, Jessica Kallipolites-Director, Division of Enforcement, Brenda Rines-Board Administrator, Jessica Whelehan-Rulemaking Coordinator

### 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.

Sarah Hinkley called the meeting to order at 10:00 am.

### II. Approval of Public Minutes

#### **Motion:**

Upon a motion by TJ with a second by SH, the board voted to approve as submitted. OF abstain.

### III. Enforcement/Legislation Updates

#### A. Legislation Changes - HB655 Updates

1. Jessica Kallipolites, Director, Division of Enforcement - Complaint Process  
Director, Division of Enforcement Jessica Kallipolites reviewed the updated complaint process and the complaint log with the Board. Copy of the complaint log was provided to the Board during the meeting.
2. Nikolas Frye, Hearings Officer - Hearing Process  
Hearings Officer Nikolas Frye reviewed the updated hearings process with a slide show presentation. Board Administrator requested current contact information from the Board when/if an emergency hearing is needed.

IV. Public Appearances

A. Hearings

1. Lindsay Hann - Adjudication

10:15 AM

Members heard testimony in matters pertaining to Lindsay Hann.

V. New Business

A. 2024 OTGB Meeting Schedule

Confirm current schedule for 2024

Board confirmed the current board meeting schedule and time for 2024 calendar, which is the last Monday of every month at 10:00 AM.

B. OTR Exam Update - January 2024 Informational Email

OTR Exam Update Coming January 2024

VI. Licensure Approval

A. Fast-Track Approvals for Ratification 6.16.23 thru 8.18.23

**Motion:**

Motion moved by TJ with a second by SH. Motion to ratify the Fast-Track approvals passed unanimously.

VII. Rules Review and other Legislative Topics

A. 2023 Legislative Session update

Elizabeth Eaton, Board Counsel

Attorney Eaton provided the Board with an update on the newly signed HB308 "Expanded Remote". 1/3 of the board must be present, which means 2 Board members must be present for the OTGB to have quorum. This will go into effect on 10/8/2023.

VIII. Non-Public Session

"The Board will 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:**

Upon motion by OF with a second by SH. Motion passed unanimously by roll call at 11:21 AM.

IX. Resume Public Session

Public session returned at 11:28 AM.

X. Seal the Minutes of the Non-Public Session

“The Board votes to 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:**

Upon motion moved by TJ with a second by SH. Motion passed unanimously.

XI. Adjourn meeting - Next Board meeting is September 25th at 10:00 AM

Meeting adjourned at 11:29 AM.