



# Occupational Therapy-Public-Meeting Minutes

Occupational Therapy Governing Board  
Monday, May 20, 2024 at 10:00 AM EDT  
@ 7 Eagle Square, Concord, NH 03301

## Attendance

**Members Present:** Traci Johnson, Nicole Quartulli, Kimberly Shurtleff

**Members Absent:** Sarah Hinkley

- I. Call To Order at 10:06 a.m.
- II. Discussion Topic – Interim Chair for today  
On Motion from Nicole Quartulli, with a second from Kimberly Shurtleff to recommend Traci Johnson be the interim chair for today, roll call vote 3-0-0.
- III. Review of Public Minutes
  - A. April 29, 2024 Draft Minutes  
Motion to Approve  
Motion moved by TJ and motion seconded by NQ, roll call vote 3-0-0
- IV. Public Appearances
- V. OPLC and/or Board Administration Updates
- VI. Old Business
- VII. New Business
  - A. OTCC Rules Committee
    1. What are the requirements to be a Board Member of the Compact Committee?  
Discussion Tabled. Email sent to Board Counsel to assist next month.
    2. OT Compact. Open comment period for FBI/ Background Check, the Board Members are in support of it. No need to respond. This was posted to the Boards website under the Laws and Rules page.
  - B. Invite Heather Kelley to the next meeting to discuss where this Board is with CE Broker.
- VIII. Licensure
  - A. Fast Track for Ratification – the list of licensees issued since last Board meeting.  
Motion  
Upon a motion from NQ with a second from TJ to ratify the Fast Track applicants, roll call vote 3-0-0.
- IX. Administrative Rules & Legislative Topics

- A. Occ 400 rules for the Board to review. Particularly OT 404.04, 402. Board Admin to bring paper version of Occ 400 rules to the next meeting.

X. **Non-Public Session**

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.

**Motion** to move to NP session at 10:30 a.m.

Motion moved by NQ and motion seconded by KS, roll call vote 3-0-0

- XI. Resume Public Session at 10:50 a.m.

XII. **Seal The Minutes of the Non-Public Session**

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.

- XIII. Adjournment 10:55 a.m.