

**OCCUPATIONAL THERAPISTS AFFILIATED CREDENTIALING BOARD
VIA LIVE MEETING
MINUTES
JULY 13, 2010**

PRESENT: Mylinda Barisas-Matula (Live Meeting), David Cooper (Live Meeting), Deborah Mckernan-Ace, Gail Slaughter

EXCUSED: Brian Holmquist, Dorothy Olson, Corliss Rice

STAFF: Tom Ryan, Bureau Director; Michael Berndt, Legal Counsel; Karen Rude-Evans, Bureau Assistant

CALL TO ORDER

Gail Slaughter, Chair, called the meeting to order at 9:09 a.m. A quorum of four (4) members was confirmed.

APPROVAL OF AGENDA

Amendments:

- Under Item C – correct the fourth item from 2010 to 2011 Board Meeting Dates
- After Item C – insert the 2010 AOTA Conference Report from Dorothy Olson for review

MOTION: David Cooper moved, seconded by Deborah McKernan-Ace, to approve the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF MARCH 23, 2010

MOTION: David Cooper moved, seconded by Deborah McKernan-Ace, to approve the minutes of March 23, 2010 as written. Motion carried unanimously.

ADMINISTRATIVE REPORT

Staff Changes at DRL

John Lease is the new Administrator in the Division of Board Services. Michael Berndt is the DRL General Counsel and also serves as Legal Counsel for the Medical Examining Board and

the affiliated boards. Jim Parker is the Administrator of the Division of Enforcement and is on leave from his former position as Policy and Budget Director.

New Board Member Training - July 26, 2010

DRL is offering New Board Member Training on July 26, 2010.

Board Chair, Vice Chair and Public Member Training – December 2-3, 2010

Training for Board Chairs, Vice Chairs and public members will be held at the Concourse Hotel in Madison on December 2nd and 3rd.

2011 Board Meeting Dates

MOTION: Deborah McKernan-Ace moved, seconded by David Cooper, to approve the 2011 meeting dates are presented. Motion carried unanimously.

Tom Ryan reviewed the Live Meeting and Share Point technologies with the Board. The Board members are encouraged to review the DRL website and the information related to the Board.

REPORT FROM AMERICAN OCCUPATIONAL THERAPY ASSOCIATION ANNUAL MEETING, APRIL 29-MAY 2, 2010

The report from Dorothy Olson on the AOTA Annual Meeting was noted. Dorothy Olson was unable to attend today's meeting and the Board would like to re-review this report at the November 2, 2010 meeting.

SUMMARY REPORTS OF PENDING COURT CASES, DISCIPLINARY CASES, ADMINISTRATIVE RULES AND LEGISLATION

Tom Ryan reported there are no pending rules or legislation at this time, and only one open case in the Division of Enforcement.

PRESENTATION OF PROPOSED STIPULATIONS AND PETITIONS FOR REHEARING

There were no stipulations or petitions to present.

FREQUENTLY ASKED QUESTIONS – BOARD REVIEW AND REVISION

The Board reviewed the frequently asked questions and discussed some language changes. Mylinda Barisas-Matula will re-draft the FAQ's and answers and will forward the document to Gail Slaughter and Tom Ryan for review. The redrafted FAQ's should be on the November agenda for review.

SUPERVISION OF OT STUDENTS

Occupational therapists are required to directly supervise non-licensed personnel. OT students are technically non-licensed personnel; however the students are exempt from license requirements. The Accreditation Council for Occupational Therapy Education (ACOTE) standards state that as a student gains experience, they should be practicing and developing independence. After discussion, the board decided to address the issue of supervision of OT students as a FAQ. Mylinda Barisas-Matula will draft the FAQ and email it to Gail Slaughter and Tom Ryan for review and inclusion on the November agenda.

INFORMATIONAL ITEMS

None.

PUBLIC COMMENTS

None.

CLOSED SESSION

MOTION: Deborah McKernan-Ace moved, seconded by David Cooper, to convene to closed session to deliberate on cases following hearing (Wis. Stat. 19.85 (1) (a)); consider closing disciplinary investigation(s) with administrative warning(s) (Wis. Stat. 19.85 (1) (b), and Wis. Stat. 440.205); consider individual histories or disciplinary data (Wis. Stat. 19.85 (1) (f)) and to confer with legal counsel (Wis. Stat. 19.85 (1) (g)). Roll Call Vote: Mylinda Barisas-Matula-yes; David Cooper-yes; Deborah McKernan-Ace-yes; Gail Slaughter-yes. Motion carried unanimously.

The Board convened into closed session at 10:08 a.m.

RECONVENE INTO OPEN SESSION

MOTION: Mylinda Barisas-Matula, seconded by Deborah McKernan-Ace, to reconvene into open session. Motion carried unanimously.

The Board reconvened into open session at 10:17 a.m.

ORAL EXAMS FOR 4 CANDIDATES FOR LICENSURE

MOTION: Mylinda Barisas-Matula moved, seconded by David Cooper, to validate the scores of the four (4) candidates for licensure. Motion carried unanimously.

VOTING ON ITEMS CONSIDERED/DELIBERATED IN CLOSED SESSION IF VOTING IS APPROPRIATE

ADMINISTRATIVE WARNING

10 OTB 004

MOTION: Deborah McKernan-Ace moved, seconded by Mylinda Barisas-Matula, to adopt the administrative warning in case **10 OTB 004**. Motion carried unanimously.

ADJOURNMENT

MOTION: David Cooper moved, seconded by Deborah McKernan-Ace, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:19 a.m.

THE NEXT MEETING IS SCHEDULED FOR NOVEMBER 2, 2010