

**OCCUPATIONAL THERAPISTS AFFILIATED CREDENTIALING BOARD
WEB/VIRTUAL MEETING MINUTES
SEPTEMBER 16, 2014**

PRESENT: Mylinda Barisas-Matula (*via teleconference*), Brian Holmquist, Gaye Meyer (*via teleconference*), Laura O'Brien, Corliss Rice (*via teleconference*)

EXCUSED: Dorothy Olson

STAFF: Tom Ryan, Executive Director; Gretchen Mrozinski, Legal Counsel; Taylor Thompson, Bureau Assistant; and other Department staff

CALL TO ORDER

Brian Holmquist, Chair, called the meeting to order at 9:03 A.M. A quorum of five (5) members was confirmed.

ADOPTION OF AGENDA

MOTION: Laura O'Brien moved, seconded by Corliss Rice, to adopt the agenda as Published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Mylinda Barisas-Matula moved, seconded by Laura O'Brien, to approve the minutes of June 3, 2014 as published. Motion carried unanimously.

LEGISLATIVE/ADMINISTRATIVE RULE MATTERS:

REVIEW OF OT 4 SCOPE STATEMENT REGARDING SELF-REFERRAL

MOTION: Mylinda Barisas-Matula moved, seconded by Laura O'Brien, to approve the Scope Statement on OT 4 relating to OT self-referral of occupational therapy services for submission to the Governor's Office and publication and to authorize the Chair to approve the scope for implementation no less than 10 days after publication. Motion carried unanimously.

EDUCATION AND EXAMINATION MATTERS

EXAMINATION FAILURES

MOTION: Laura O'Brien moved, seconded by Mylinda Barisas-Matula, to research the possibility of requiring candidates who fail a qualifying examination multiple times to take an oral examination. Motion carried unanimously.

CLOSED SESSION

MOTION: Mylinda Barisas-Matula moved, seconded by Corliss Rice, to convene to Closed Session to deliberate on cases following hearing (§ 19.85(1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.). The Chair read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Mylinda Barisas-Matula - yes; Brian Holmquist - yes; Gaye Meyer - yes; Laura O'Brien - yes; Corliss Rice - yes. Motion carried unanimously.

The Board convened into Closed Session at 9:58 A.M.

RECONVENE TO OPEN SESSION

MOTION: Laura O'Brien moved, seconded by Corliss Rice, to reconvene in Open Session at 10:27 A.M. Motion carried unanimously.

FULL BOARD REVIEW OF CANDIDATES FOR LICENSURE

TIMOTHY REEHL

MOTION: Brian Holmquist moved, seconded by Mylinda Barisas-Matula, to grant the Occupational Therapy Assistant application of Timothy Reehl for full licensure, once all requirements are met. Motion carried unanimously.

PORTIA MENGES

MOTION: Laura O'Brien moved, seconded by Gaye Meyer, to grant the Occupational Therapy Assistant application of Portia Menges for full licensure, once all requirements are met. Motion carried unanimously.

PRESENTATION AND DELIBERATION ON ADMINISTRATIVE WARNINGS

MOTION: Mylinda Barisas-Matula moved, seconded by Laura O'Brien, to issue an Administrative Warning in the matter of DLSC 13 OTB 014 (D.F.). Motion carried unanimously.

CASE CLOSINGS

MOTION: Mylinda Barisas-Matula moved, seconded by Brian Holmquist, to close case 14 OTB 003 (K.L.P.M.) for insufficient evidence (IE). Motion carried unanimously.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

MOTION: Mylinda Barisas-Matula moved, seconded by Laura O'Brien, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

RATIFICATION OF LICENSES AND CERTIFICATES

MOTION: Laura O'Brien moved, seconded by Brian Holmquist, to delegate ratification of examination results to DSPS staff and to ratify all licenses and certificates as issued. Motion carried unanimously.

ADJOURNMENT

MOTION: Mylinda Barisas-Matula moved, seconded by Gaye Meyer, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:29 A.M.