

OCCUPATIONAL THERAPY MINUTES

March 25, 2005

Public Board Meeting

MEMBERS PRESENT: Sue Elcik, Shelley Rau, and Julie Kadnar.

MEMBERS ABSENT: None.

OTHERS PRESENT: Colleen Eugley, Board Clerk; Penny Vaillancourt, Board Administrator; and Judy Peters, AAG.

I. CALL TO ORDER

The meeting was called to order by Sue Elcik at 1:44 p.m.

II. OLD BUSINESS

A. Review and approval of December 17, 2004 minutes

Shelley Rau made a motion to approve the December 17, 2004 minutes as amended. The motion was seconded by Sue Elcik.

Vote: 2 In Favor (1 recused – Julie Kadnar)

III. New Business

A. Application Review

Lori Moulton – Licensee submitted a renewal that did not include a supervisor's signature, but rather indicated she was working per diem and wrote in the name of a COTA as a supervisor. Board staff will send letter to licensee requesting information regarding supervision be submitted to the board. The Board will act on it at next meeting when a response is received. Her license remains active until board meets again.

Andrea Nelson – Submitted her renewal form and indicated that she did not meet the ceu requirements.

Motion made by Shelley Rau and seconded by Sue Elcik to send a notice of preliminary denial of renewal, along with an offer of a consent agreement to resolve the matter, which will include an admission, a six month extension to complete 36 hours of continuing education requirements, a warning, and a \$150 fine.

Vote: 3 in favor

Cathleen Dorr – Submitted her renewal form and indicated that she did not meet the ceu requirements based upon a financial hardship.

Motion made by Shelley Rau and seconded by Julie Kadnar to send a notice of preliminary denial of renewal, along with an offer of a consent agreement to resolve the matter, which will include an admission, a six month extension to complete 36 hours of continuing education requirements within 90 days, a warning, and payment of a \$150 fine within six months.

Vote: 3 in favor

Laurie Cummings – Licensee submitted a renewal application and disclosed an OUI conviction. The board reviewed and determined that the conviction is not related to her license and granted renewal accordingly.

John Wilcox – Licensee submitted a renewal application and disclosed an OUI conviction. The board reviewed and determined that the conviction is not related to his license and granted renewal accordingly.

Motion to renew both applications made by Julie Kadnar and seconded by Shelley Rau.

Vote: 3 in favor

B. Complaint Officer's Report

There are two pending complaints filed. No information to report at this time.

C. Administrator's Commentary

Penny Vaillancourt informed the board that since they last met, Anne Head was appointed as Acting Commissioner.

Penny Vaillancourt also provided the board with an explanation to the CEU audit, which is to be conducted after the 90 day late period. All board members to be included in the audit. Ten percent of OT's and ten percent of OTA's to be included. A letter will be drafted to go out with a form listing the ceu categories.

Penny Vaillancourt also brought to the board discussions with on out-of-state COTA's and out-of-state traveling companies and their frustration in meeting the board's requirements of an approved supervisor before licensure is granted.

D. Election of Officers

Shelley made a motion for Sue Elcik to remain Chair; Julie Kadnar seconded the motion.

Sue Elcik made a motion for Shelley Rau to remain as complaint officer; Julie Kadnar seconded the motion.

Vote: 3 in favor

E. Correspondence

F. Miscellaneous

IV. Other Business

V. Adjourn

Sue Elcik made a motion to adjourn; Julie Kadnar seconded the motion. The meeting was adjourned at 3:00 p.m.

The next meeting is scheduled for April 15, 2005.

Respectfully submitted,

Colleen Eugley, Board Clerk