



OCCUPATIONAL THERAPY PRACTICE BOARD CONFERENCE CALL MEETING MINUTES

October 17, 2014

10:45 AM

By telephone and webinar

On October 17, 2014 the Occupational Therapy Practice Board met by phone and webinar. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

MEMBERS PRESENT VIA PHONE

KARIN SCHULZE, OT, CHAIR
BETH ROLLINGER, OT, VICE-CHAIR
BRENDA LEMPE, COTA

MEMBERS ABSENT

VERONICA CHASE, PUBLIC MEMBER
SHERYL ZYLSTRA, OT

GUESTS PRESENT VIA PHONE

LESLIE EMERICK
KATE WHITE-TUDOR

STAFF PRESENT VIA PHONE

KATHY WEED, PROGRAM MANAGER
SANDIE PEARSON, PROGRAM SUPPORT
TRINA CASTLE, EXECUTIVE DIRECTOR
DEBRA DEFREYN, AAG
JANET STAIGER, STAFF ATTORNEY
PEGGY OWEN, DISCIPLINARY CASE MANAGER
KIM DINSMORE, COMPLIANCE UNIT
DIANNA STALEY, COMPLIANCE MANAGER

Friday, October 17, 2014 – 10:45 a.m. – OPEN SESSION

1. CALL TO ORDER

The meeting was called to order by board chair, Karin Schulze, at 11:50 a.m.

1.1 Introductions

The board, staff, and audience members who were present by phone introduced themselves.

1.2 Approval of Agenda

A motion was made and seconded to amend the agenda to move Item 4 – Correspondence to Item 2 and to re-number the agenda items accordingly. The agenda was approved as amended.

1.3 Approval of July 18, 2014 Meeting Minutes

Board members reviewed and voted to approve the July 18, 2014 Meeting Minutes as presented.

1.4 Approval of Disciplinary Meeting Minutes

Board members reviewed and voted to approve the Disciplinary Meeting Minutes as presented.

2. CORRESPONDENCE – The board reviewed and discussed the following correspondence received by program staff.

- 2.1 Request from licensee regarding if cupping is in the scope of practice. The board reviewed and discussed the correspondence regarding whether cupping is within the occupational therapy scope of practice. Beth Rollinger, OT shared that cupping is not something that is taught in the school. A letter from the South Sound East Asian Medicine Practitioners Association was received and presented to the board that stated they do not think cupping is within the OT scope of practice. Debra Defreyn, AAG shared that the board members need to articulate whether they believe cupping is in the OT scope of practice. Board members agreed that cupping is not within the OT scope of practice. Program staff will work with Ms. Schulze to draft a response.

3. REVIEW OF LISTS AND LABELS REQUEST

- 3.1 The board reviewed, discussed, and approved the lists and labels request received from HomeCEUConnection.

4. OPEN PUBLIC MEETINGS ACT – Information was provided to the board by Assistant Attorney General, Debra Defreyn regarding the Open Public Meetings Act. Legislation that passed in 2014 requires all board members receive training on the Open Public Meetings Act (OPMA). The OPMA is designed to promote government transparency and accountability. The law applies to any multimember board, commission, council, committee, subcommittee, or other policy or rule-making body of a public agency. Ms. Defreyn explained how email conversations could be considered a meeting, and suggested board members avoid clicking on “reply all” when responding to emails regarding board business. Ms. Defreyn shared that the OPMA training is required

and available online for members who were absent or for members wanting to review the training.

5. **BUSINESS PLAN** – The board reviewed the Business Plan from 2009 and discussed making updates to the plan. Program staff will bring the plan to the next meeting for board review.
6. **DISCRETIONARY SPENDING** – The board discussed the program budget to identify any discretionary spending they may incur during the next biennium. Ms. Weed shared that she has been asked to talk with the board regarding what it would like to see included in the next budget. The board discussed sending a representative to the annual conferences held by American Association of Occupational Therapy (AOTA) and the National Board for Certification in Occupational Therapy (NBCOT). Members discussed holding board meetings in various locations in the state to promote attendance in areas outside the Olympia area, possibly in conjunction with the Washington Occupational Therapy Association (WOTA). Ms. Weed shared that the 2015 meeting dates will be discussed and set at the January 2015 meeting.
7. **EXECUTIVE DIRECTOR REPORT** – Information was provided to the board by Executive Director, Trina Castle.

7.1 Current Budget Report – Ms. Castle provided an updated budget report to the board. She shared that the budget had been significantly affected due to a recent multiple day disciplinary hearing. However, revenue continues to exceed expenditures at this point. Ms. Rollinger asked whether the department was considering a reduction in the OT/OTA licensure and renewal fees. Ms. Castle reported that the department continues to move forward and plans to present a fee reduction proposal to the legislature during the 2015 legislative session.

7.2 Legislative update – Ms. Castle provided an update to the board regarding potential legislation. She shared that the department is looking at pursuing legislation that would allow an alternate route to discipline that could be utilized in more minimal type disciplinary cases, such as deficient CE hours reported.

Ms Castle also discussed designating a board member to act as the representative for the legislative meet-me-calls. Ms. Castle explained that the purpose of the calls is to go over bills that are introduced during the legislative session. The calls are on Tuesday mornings and last approximately 30 minutes each. Ms. Rollinger volunteered to participate in the calls. Program staff will contact the two members that were absent from the meeting to determine whether either of them would like to act as an alternate representative.

8. PROGRAM MANAGER REPORT – Information was provided to the board by Program Manager, Kathy Weed

8.1 Licensing Statistics – Kathy Weed, Program Manager, provided updated information regarding the number of licensed occupational therapists and assistants, and the number of pending applications for both. Statistics included information from October of 2013 and October of 2014. Information regarding the number of OTs with endorsements was also provided. Ms. Weed noted that the number of active licenses has increased for OTs and OTAs. She also reported an increase in the number of endorsements for both wound care and sharp debridement. Licensing statistics for the Occupational Therapy Program are as follows:

	OT Oct. 2013	OT Oct. 2014	OTA Oct. 2013	OTA Oct. 2014
Active Licenses	3101	3178	790	910
Inactive License	99	102	18	16
Expired License	2461	2627	723	767
Revoked License	2	2	1	1
Suspended License	3	3	4	4
Pending Licensure	64	53	48	31

OT ENDORSEMENT TYPE	Oct. 2013	Oct. 2014
Wound care management	62	76
Sharp debridement	49	56

8.2 Update on meeting with NBCOT representative – Ms. Weed updated the board on the meeting with Paul Grace from NBCOT. Ms. Weed shared that the NBCOT conference is coming up. A new self-assessment tool that helps OT’s determine their strengths and weaknesses will be rolling out this fall. Mr. Grace shared with Ms. Weed that he would like to attend and present information at a future board meeting. Ms. Weed will email Mr. Grace the 2015 board meeting schedule after the January meeting.

9. AGENDA ITEMS FOR FUTURE MEETINGS

The board requested the following items be on the agenda for future meetings:

- Updated Business Plan
- Information regarding number credentials issued within 14 days
- List of policies and procedures
- Rules workshop
- 2015 meeting dates / locations and date of NBCOT presentation
- Performance matrix

10. **CONSENT AGENDA** – A copy of the August issue of “The Sentinel News for Department Employees” was provided to board members.

11. **OPEN FORUM FOR PUBLIC COMMENT**

Ms. Weed shared comments she had received from former OT Board Member, Barb Munroestruck. Ms. Munroestruck commented that serving on the board was a great experience and she wanted to thank the board for the opportunity to serve.

12. **ADJOURNMENT**

The board adjourned at 1:24 p.m. The next regularly scheduled board meeting is January 9, 2015 and is scheduled to be held via conference call and webinar. Information will be posted on the Occupational Therapy website.

CLOSED SESSION – 1:26 p.m.

13. **APPLICATION REVIEWS**

Applicant A-76 – Foreign Trained – Approved to license

14. **DISCIPLINARY CASE REVIEWS**

See Disciplinary Meeting Minutes

Respectfully submitted:

Approved:

Kathy Weed
Program Manager

Karin Schulze, Chair
Occupational Therapy Practice Board