

Texas Board of Occupational Therapy Examiners

BOARD MEETING
November 8, 2013
Sugar Land Marriott Town Square
Cane III Meeting Room
Sugar Land, TX
10:00 AM

Members Present: Stephanie Johnston, OTR, Chair
Todd Novosad, OTR, Vice Chair
Catherine Benevidez, OT
Angela Sieffert, OTA
Jennifer B. Clark, COTA
Amanda Ellis, Public Member
DeLana Honaker, OTR, PhD

Members Absent: Will Hale, Public Member
Pamela Nelon, Public Member

Staff: John Maline, Executive Director
Mark Turek, Chief Investigator
Augusta Gelfand, OT Coordinator
Cynthia Machado, Licensing Manager

Guest: Mary Frances Baxter, AOTA Rep., TOTA
Judith Joseph, TOTA Standard & Practice Chair
Judith Starbek, TOTA President

1. Call to Order

The meeting was called to order at 10:27AM by Stephanie Johnston, Presiding Officer. She called the roll and announced that a quorum existed. Ms. Johnston welcomed the TOTA board members attending. She asked that agenda number 5, election of officers be moved to later in the meeting and the board agreed.

2. Public comment

TOTA announced there were 480 people registered for conference. Judy Joseph will be the liaison to the board.

3. Review of Minutes of September 13, 2013

A. Motion: to approve the Minutes from September 13, 2013
By: DeLana Honaker
Second: Jennifer Clark
Motion passed.

4. Discussion and possible action on Executive Director's Report concerning fiscal and budgetary matters, performance measure, ongoing projects, agency personnel matters, potential costs saving measures, and other agency business

John Maline briefed the Board on the fiscal standing of the agency and the current performance measures. He mentioned that we have a new employee at the front desk, as the previous receptionist has joined the licensing staff in the Renewal Licensing Department.

6. Investigation Committee Report

A. Review and possible action on Agreed Orders for cases: 13-119, and 13-164.

The Board ratified #13-119.

B. Discussion and possible action on the Investigation Committee Meeting of November 8, 2013.

The action taken by the committee, at this meeting held just prior to this board meeting, will be reported at the Friday, February, 2014 board meeting.

C. Discussion and possible action on investigative activities to date.

Mr. Turek reported that for fiscal 2013 there were 185 investigations conducted, resulting in 34 Agreed Orders. Each investigation cost an average of \$95 and took 113 days to resolve.

7. Discussion and possible adoption of proposed, published amendments.

§364.1, Requirements of Licensure

§367.2, Categories of Continuing Education

§370.1, License Renewal

§374.4, Code of Ethics

Ms Gelfand reported that there was no public comment and reviewed the proposed amendments

Motion: To adopt & publish these amendments.

Made by: Todd Novosad

Second: Catherine Benevidez

Motion passed

Judy Jenkins said she will send Augusta an email about the webinar for Gulf Coast East District being held in February, 2014.

8. Discussion and possible action on the OT Coordinator's Report. The Coordinator's report may concern any item listed on the agenda and on events that have occurred between this meeting and the Board's last meeting

Ms. Gelfand mentioned another audit under way. She also said they had just changed online and paper applications and renewals to accommodate the Address of Record. The method will be a default to the work address, then the mailing address and lastly with home address without the phone number. Augusta said the new website would address the incompatibility issues, the security issues and ease of use. The new website should have improvements. The Board said the current website is already an improvement.

She pointed out a report in the board packet that the Chair asked her to run on the Fiscal 2013 applicants and how many had temporary licenses and the percentage that failed. The current message going to programs is to de-emphasize the temporary license and concentrate on passing the exam, as the temporary is only used for about a month. Ms. Johnston asked whether the board favored doing anything about the applicants who take the exam and fail multiple times.

DeLana asked if the new website is ADA compliant and can be viewed in a larger size font. DeLana offered to test.

9 Discussion and possible action on the Presiding Officer's Report. The Presiding Officer's report may concern any item listed on the agenda and on events that have occurred between this meeting and the Board's last meeting

Ms. Johnston recognized DeLana Honaker's upcoming FAOTA award and DeLana's many accomplishments, and gave DeLana a card signed by the board and staff. She again thanked TOTA for hosting the board meeting.

5. Election of Officers

Ms Johnston returned to agenda item #5, the election of officers. DeLana nominated Stephanie Johnston and the board voted for her to stay on as Board Chair unanimously. Stephanie nominated Todd Novosad to continue as Vice Chair of the Board, and he was re-elected unanimously. Catherine nominated Angela Sieffert for Secretary of the Board and she was unanimously elected.

10. Discussion and possible action on scheduling future board meeting dates and agenda items for future consideration

The Board has scheduled future board meeting for February 21, 2014 and June 13, 2014 for the rest of the fiscal year's meetings. Next year's TOTA conference is November 7-9 again in Sugar Land at the same hotel.

11. Adjournment

The Chair called an adjournment at 12:12PM.

Minutes adopted on: February 21, 2014