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**EXECUTIVE COUNCIL OF
PHYSICAL THERAPY AND OCCUPATIONAL THERAPY EXAMINERS
MEETING
Telephonic Conference
Austin, TX
August 7, 2020 9:00 a.m.**

8 In connection with Governor Greg Abbott's March 13, 2020 proclamation of a state of disaster affecting all
9 counties in Texas due to the Coronavirus (COVID-19) and the Governor's March 16, 2020 suspension of certain
10 provisions of the Texas Open Meetings Act, the May 15, 2020 council meeting of the Executive Council of
11 Physical Therapy and Occupational Therapy Examiners will be held by telephonic conference call at 9:00 AM, as
12 authorized under Texas Government Code section 551.125.

13 Members of the public will have access and a means to participate in this meeting, by two-way audio, by calling
14 877 853 5247 US Toll-free or 888 788 0099 US Toll-free, Meeting ID: 937 4667 9545.

15 An electronic copy of the agenda is now available at <https://www.ptot.texas.gov/page/meeting-dates>. A recording
16 of the meeting will be available after August 7, 2020. To obtain a recording, please email your request to
17 info@ptot.texas.gov.

18 For public participants, after the meeting convenes, the Chairperson will do a roll call. Please identify yourself by
19 name and state whether you would like to provide public comment. When the Council reaches the public
20 comment item, the Chairperson will recognize you by name and give you an opportunity to speak. All public
21 comments will be limited to 3 minutes.

22 The Executive Council of Physical Therapy and Occupational Therapy Examiners may discuss and/or take action
23 on any of the following agenda items. The Council may go into executive session on any agenda item listed below
24 as authorized by the Open Meetings Act, Texas Government Code, chapter 551.

25
26 **Persons present:**

27 **Council Members**

Manoranjan Mahadeva, Presiding Officer
Stephanie Johnston, OTR
Barbara Sanders, PT
Eddie Jessie, OT Board Public Member
Donivan Hodge, PT Board Public Member

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33 **Staff:**

Ralph Harper, Executive Director
Karen Gordon, PT Board Coordinator
Lea Weiss, OT Board Coordinator
Amy Carter, Chief Investigator
Karissa Rodriguez, Licensing Manager
Randall Glines, Staff Services Officer
Adriana Delgado, Asst. Licensing Manager
Rosalind Hunt, AG Assigned Counsel

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43 **I. Call to order.**

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45 At 9:02 a.m., Mr. Manoranjan Mahadeva, Presiding Officer, called the meeting to
46 order.
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II. Roll Call for Members

Mr. Mahadeva called the roll, and a quorum was determined to exist.

III. Roll Call for Public Participants

No public participants called into the meeting.

IV. Excusing council member absences

There were no absent council members.

V. Public comment

There was no public comment.

VI. Minutes from the May 15, 2020 meeting.

Motion: To approve the minutes of the May 15, 2020 Executive Council meeting
Made by: Stephanie Johnston
Second: Eddie Jessie
Motion passed

VII. Executive Director's Report concerning fiscal and budgetary matters, performance measures, ongoing projects, agency personnel matters, impact of COVID-19 on the agency, and other agency business.

Executive Director Ralph Harper briefed the Executive Council on fiscal and budgetary matters, performance measures, ongoing projects, agency personnel matters, impact of COVID-19 on the agency, and other agency business. Mr. Harper also recognized ECPTOTE staff members for their efforts during the COVID-19 pandemic.

VIII. Approval for the Texas Board of Physical Therapy Examiners to publish in the *Texas Register* proposed amendments to the following Board rules in Title 22 of the Texas Administrative Code, concerning §344.1 regarding changes to the Schedule of Sanctions.

94 Barbara Sanders and Karen Gordon discussed all of the changes for agenda
95 item VIII.

96
97 **Motion: To approve proposed Rule §344.1, relating to the Schedule of**
98 **Sanctions for submission for publication in the *Texas Register***

99 **Made by: Stephanie Johnston**

100 **Second: Donivan Hodge**

101 **Motion passed.**
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- 104 **IX. Approval for the Texas Board of Physical Therapy Examiners to publish in the**
105 **Texas Register proposed amendments to the following Board rules in Title 22 of**
106 **the Texas Administrative Code, concerning §329.5 regarding changes to the**
107 **minimum standards of the Test of English as a Foreign Language (TOEFL) as proof**
108 **of English language proficiency for the foreign-trained applicant.**
109

110 Barbara Sanders and Karen Gordon discussed all of the changes for agenda
111 item IX.

112
113 **Motion: To approve proposed Rule §329.5, relating to licensing procedures**
114 **for foreign-trained applicants for submission for publication in the *Texas***
115 ***Register***

116 **Made by: Eddie Jessie**

117 **Second: Donivan Hodge**

118 **Motion passed.**
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- 121 **X. Approval for the Texas Board of Occupational Therapy Examiners to publish in the**
122 **Texas Register proposed amendments to the following Board rules in Title 40 of**
123 **the Texas Administrative Code, concerning §374.1, Disciplinary Actions, of the**
124 **Board Rules regarding changes to the Schedule of Sanctions**
125

126 Stephanie Johnston and Lea Weiss discussed the agenda item X.

127
128 **Motion: To approve proposed Rule §374.1, relating to the Schedule of**
129 **Sanctions for submission for publication in the *Texas Register***

130 **Made by: Eddie Jessie**

131 **Second: Barbara Sanders**

132 **Motion passed.**
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- 135 **XI. Presiding Officer's Report events concerning the Executive Council of Physical**
136 **Therapy and Occupational Therapy Examiners**
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138 Mr. Mahadeva gave recognition to Mr. Harper, as well as the other ECPTOTE
139 department managers and board coordinators, for efforts in leading their teams
140 during the COVID-19 pandemic.
141

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143 **XII. Future Executive Council meeting dates and agenda items.**
144

145 The next Executive Council meeting was scheduled for November 13, 2020 at
146 8:00 a.m.
147

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149 **XIII. Personnel matters regarding the appointment, employment, compensation,**
150 **evaluation, reassignment, duties, discipline, or dismissal of the Executive Director**
151 **of the Executive Council of Physical Therapy and Occupational Therapy**
152 **Examiners.**
153

154 The Executive Council went into Executive Session at 9:21 a.m.
155

156 **No action was taken in Executive Session**
157

158 The Executive Council went into Open Meeting at 9:38 a.m.
159

160 **Motion: To approve a 3.11 % increase in the annual salary of Ralph Harper,**
161 **ECPTOTE Executive Director**
162 **Made by: Barbara Sanders**
163 **Second: Eddie Jessie**
164 **Motion passed.**
165

166 Mr. Harper stated he would need to study the agency's salary structure first as
167 the agency begins to budget for the FY 2022- 2023 biennium.
168

169 **XIV. Adjournment.**
170

171 The meeting was adjourned at 9:43 a.m.
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174 **DATE REVIEWED BY THE COUNCIL: November 13, 2020**
175

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177 **ACTION TAKEN BY THE COUNCIL: Approved as written**