

**North Dakota State Board of Occupational Therapy Practice
April 13, 2022
Special Meeting
Held by virtual means via GoTo Meeting.
Draft Minutes**

Call to Order

The meeting was called to order at 3:00 pm.

Present

Board Members – Janae Hughes, Carol Olson, Klancy Tindall
Others – Jacinda Simmons; Annique Lockard, Legal Counsel.

{Angie Neigum and Sarah Nielsen absent}

Minutes

1/27/2022 – Regular Board Meeting - **A motion was made** to approve the minutes. (Olson/Tindall/carried) [Roll Call Vote: Hughes (y), Olson (y)], Tindall (y)] [Neigum & Nielsen absent] **[Bd. Office]**

2/24/2022 – Special Meeting - **A motion was made** to approve the minutes. (Tindall/Olson/carried) [Roll Call Vote: Hughes (y), Olson (y)], Tindall (y)] [Neigum & Nielsen absent] **[Bd. Office]**

3/3/2022 – Special Committee Meeting – **A motion was made** to approve the minutes. (Olson/Tindall/carried) [Roll Call Vote: Hughes (y), Olson (y)], Tindall (y)] [Neigum & Nielsen absent] **[Bd. Office]**

Complaint

#2021-01 – The Board did receive a letter from the client but no letter from the employer.

A motion was made to dismiss the complaint. (Tindall/Carol/carried) [Roll Call Vote: Hughes (y), Olson (y)], Tindall (y)] [Neigum & Nielsen absent] **[Legal Counsel]**

Licensee Self-Report

George – Dismissal from the court received.

A motion was made to take no further action at this time. (Olson/Tindall/carried) [Roll Call Vote: Hughes (y), Olson (y)], Tindall (y)] [Neigum & Nielsen absent] **[Bd. Office]**

Application for Licensure

Leraas - **A motion was made** to grant the license. (Olson/Tindall/carried) [Roll Call Vote: Hughes (y), Olson (y)], Tindall (y)] [Neigum & Nielsen absent] **[Bd. Office]**

Harris - **A motion was made** to grant the license. (Olson/Tindall/carried) [Roll Call Vote: Hughes (y), Olson (y)], Tindall (y)] [Neigum & Nielsen absent] **[Bd. Office]**

Renewal Update

The renewal notices were sent out by email.

Olson noted some errors in the wording on the initial application. The Board office will correct those errors.

Proposal for Updates to Board Website

Board office will send a copy of the Albertson Contract to Legal Counsel.

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A motion was made to table to the next meeting. (Olson/Tindall/carried) [Roll Call Vote: Hughes (y), Olson (y), Tindall (y)] [Neigum & Nielsen absent] **[Bd. Office]**

Adjourn

The meeting was adjourned at 3:30 pm.

Respectfully submitted,

**Janae Hughes,
Board Chair**

**Jacinda Simmons
Administrative Assistant
NDBOTP Office**