

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

NDBOTP April 13, 2022, Minutes

**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**