## North Dakota State Board of Occupational Therapy Practice

## January 23, 2023

## Regular Meeting

## Held by virtual means via GoTo Meeting.

## Minutes

## Call to Order

## The meeting was called to order at 8:00 am by Janae Hughes.

## Present

## Board Members – Janae Hughes, Carol Olson, Klancy Tindall, Angie Neigum, Wanda Lauer

## Others – Jacinda Simmons; Annique Lockard, Legal Counsel.

## *{Wanda Lauer absent}*

## Election of Officers

## A motion was made to keep Hughes as Chair and Olson as Vice Chair officers for 2023. (Tindall/Hughes/carried) [Lauer absent] [Roll Call Vote: Hughes (y), Olson (y)], Tindall (y), Neigum (y)]

## Minutes

## October 10, 2022 - A motion was made to approve the minutes. (Olson/Tindall/carried) [Lauer absent] [Roll Call Vote: Hughes (y), Olson (y)], Tindall (y), Neigum (y)]

## Financial Report

## Expenses and revenue are in line with the 2-year budget. Expenses are still under budget so the Board currently has net income of $95,145.

## The Board has been having issues with Paypal requesting the Board provide documents that don’t exist for a regulatory board to verify the account. Paypal has been restricting the account for months with no resolution. Board staff, with Hughes approval, switched the Board to Stripe, another online payment processing platform.

## The amount in checking is low. Board office with check with the accountant if some money should be moved from savings to checking and provide an update at the next meeting. [Bd. Office]

## A motion was made to approve the financial report. (Tindall/Olson/carried) [Lauer absent] [Roll Call Vote: Hughes (y), Olson (y)], Tindall (y), Neigum (y)]

## [Lauer present]

## Introductions

## Lauer was introduced to the Board. She’s been an OT for over 20 years and is now an instructor at UND.

## Complaint

## #2022-02 - A motion was made to dismiss the complaint. (Tindall/Olson/unanimous) [Roll Call Vote: Hughes (y), Olson (y)], Tindall (y), Neigum (y), Lauer (y)] [Legal Counsel]

## Disciplinary Action Update

## K. Sandness – He has completed the required continuing education and therefore has met the terms of his settlement agreement.

## Website Update

## Albertson Consulting Contract – Hughes continues to work on this with Albertsons and procurement. [Hughes]

## Supervision Audits

## A motion was made to approved the supervision plan revisions for Stacie Bellmore, Robyn Berg, Trentrice Gordon, Jodi Kilen, Geralynn Peterson, and Shelly Pfennig. (Tindall/Olson/unanimous) [Roll Call Vote: Hughes (y), Olson (y)], Tindall (y), Neigum (y), Lauer (y)] [Bd. Office]

## AOTA Webinar

## Later this week, the Board office will attend an AOTA webinar regarding strategies for collaboration between state board and associations. Board office with report back at next meeting. [Board office]

## Approved List of Licensees (10/1/2022-01/13/2023)

## A motion was made to approve the list of new licenses. (Tindall/Lauer/unanimous) [Roll Call Vote: Hughes (y), Olson (y)], Tindall (y), Neigum (y), Lauer(y)] [Bd. Office]

## [Neigum absent]

## CE Broker Presentation

## Donald Oliva presented about a program that allows licensees to track their CE hours. CE Broker does already have a contract with state procurement. CE Broker can implement a prorated CE timeline so licensees can see how many CE hours they need. They have different levels of service the licensee can subscribe with basic services being free. There is no cost to the Board. Implementation will require a couple meetings with them to review rules and get the licensee roster to advertise the service. CE Broker must have a contract with the Board before licensees can use their services. Oliva will send out login information so Board members can review website. Tabled to next meeting. [Bd. Members]

## Legislative Update

## HB1416 – Freedom of choice for insurance. Occupational therapy is listed. This would affect practitioners more than the Board.

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## SB2184 – Affects board terms, renewal, and state audit.

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## SB2237 – Proposed bill to move all board administrative services under OMB.

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## SB2249 – Proposed bill to move all board administrative services under the Labor Commission.

## The last two bills would affect the Board the most as the Board could no longer contract with APT Solutions. The bills would not require the Board to go through the procurement process and they would be using more state services like ITD for website and online services. The Board prefers to stay with APT Solutions for continuity of management.

## The Board decided to watch the bills for now. If testimony is needed, the Board would need to have a special meeting to approve testimony. Olson will keep the Board updated. [Olson]

## Next Meeting Date

## April 17, 2023 8:00 am GoTo meeting and Board office

**Adjourn**

The meeting was adjourned at 9:26 am.

**Respectfully submitted,**

**Janae Hughes, Jacinda Simmons**

**Board Chair Administrator, NDBOTP Office**