

**North Dakota State Board of Occupational Therapy Practice
August 18, 2025
Special Meeting
Held by virtual means via Zoom.
Minutes**

Call to Order

The meeting was called to order at 8:05 am by Janae Hughes.

Present

Board Members – Janae Hughes, Kyla Guthmiller, and Marissa Loll.

Others – Jacinda Simmons, Administrator and Stephen Hanson, Assistant Attorney General.

{Lori Novak and Wanda Lauer absent}

OT Compact Implementation process

Recap of meeting with Amanda Perry, Executive Director of the Compact Committee – The person in the compact still needs to follow the scope of practice for the state in which they are practicing in.

Email from Rebecca Duben with BCI - Unfortunately; it has come to the Board's attention that they will not begin the OT compact yet. ND BCI states that the Board does not have the full legal authority to do background checks yet because it is not yet in the law for BCI. The Board will need to be added to the BCI law next session to have the authority to do background checks.

Legal Counsel does not believe the Board also cannot accept licensees who are already in the compact with another state until they are participating in the compact.

Compact fees - \$75 – The compact currently charges \$75. The Board will wait to decide on this after the next session when they have full authority for background checks and can begin accepting compact applications.

Transferring Records Process and Estimate – Albertson Proposal - Also tabled to after the next session. The Board office will inquire about the suggestion of a grant to help pay for the ACI.

OT CC Proposed Rules - comment period ends 8/25/2025 – The Board had no comments or concerns.

Administrative Rules Changes

Changes are tabled until after the next session.

NBCOT Leadership Meeting – September 9-10, 2025

Guthmiller is interested in attending. The Board office will send her the information and links provided by NBCOT closer to the date.

Next Board Meeting

October 20, 2025

8 am CST

Held virtually by Zoom.

Adjourn

The meeting was adjourned at 8:15 am.

Respectfully submitted,

**Janae Hughes,
Board Chair**

**Jacinda Simmons
Administrator, NDBOTP Office**