



Occupational Therapy Practice Board Draft Minutes
July 19, 2024
Labor and Industries
7273 Linderson Way SW Tumwater, WA 98501

Members Present:

- Mary Spores, Occupational Therapist, Chairperson
- Ryan Wilson, Occupational Therapist Vice-chairperson
- Shari Roberts, General Public
- Joaquin Olivas, Occupational Therapy Assistant

Staff Present:

- Kathy Weed, Program Manager; Jennifer Santiago, Executive Director; Sierra McWilliams, Assistant Attorney General; Marianne Richter, Policy Analyst; Madissen Schatz, Assistant Program Manager; Na'Taya Harris, Administrative Assistant; Zachary Patnode; Catherine Roner-Rieter.

Guests and Other Participants:

Jimmy Johnson; Greg Wintz.

1. Call to Order

On Friday July 19, 2024 at 9:00 am Chairperson Spores called the Occupational Practice Board meeting to order.

1.1. Introductions – Board Members, Staff, and Audience

Following the call to order, Chairperson Spores facilitated introductions, allowing each board member and department staff to be acknowledged. Attendees joining virtually also had the opportunity to introduce themselves.

1.2. Approval of Agenda

Chairperson Spores presented the proposed agenda, seeking approval from the board. No objections were raised, and a motion to approve was initiated by Chairperson Spores. Vice Chairperson Wilson seconded the motion, and it was unanimously approved.

1.3. Approval April 19, 2024 Meeting Minutes

The meeting then moved to the approval of the minutes from the previous session held on April 19, 2024. Chairperson Spores presented the minutes, and moved for approval, Vice-chairperson Olivas seconded, and the motion passed unanimously.

1.4. Public Comment

Chairperson Spores initiated the open forum session, providing a platform for the public to address issues related to occupational therapy. No comments were received.

2. Presentation on NBCOT activities -

The board received a presentation from Mr. Wintz regarding the NBCOT leadership changes including a newly hired Executive director and Program Manager and the conference that will be held during a lunch hour that is free for participants. The NBCOT is promoting a program that will help to outreach and increase the workforce for OT. They will be improving and including research initiatives regarding licensure and rules around OT.

3. Credentialing Presentation -

The board received an informational presentation from Mr. Patnode regarding credentialing updates, future planning, and goals for improvement credentialing. Mr. Patnode discussed the DOH structure of HSQA – OHP. Mr. Patnode shared the OT board’s scorecard to inform and discuss the board’s stats and trends regarding their credentialing processing. Ms. Roberts expressed her appreciation for the new process and the improvement of the licensing processes. Ms. Spores asked Mr. Patnode regarding the interstate compact licensure update causing delays or congestion in the process of credentialing. Ms. Santiago shared that our specific credentialing team has had experience processing applicants utilizing the compact licensure.

4. Discipline Presentation -

The board received a presentation on stipulation to informal discipline by Catherine Reiter. Ms. Reiter discussed the difference between formal discipline and informal discipline. Informal typically is discipline that did not result in patient harm or is typically less severe and formal discipline is for more severe cases. She explained the process and the timeline of how complaints are investigated and communicated. Ms. Reiter reviewed the disciplinary process and timeline of how STID’s and SOAs are processed.

5. Executive Director Report

A presentation by Ms. Santiago, Executive Director.

5.1 Ms. Santiago presented the budget report to the board. She shared that the budget is doing great, and she broke down the budget to the board. The goal for the board is by the end of the biennium that the board will have \$120,000.00 by the end and for next year they will be increased to \$200,000.00. She is concerned about the drop in revenue from the time of May to June. She will be getting a review from the budget analyst to decipher if that was a mistake or if there truly was a drop in revenue during that time. The board is currently receiving more revenue than spending. Ms. Santiago hopes to bring updates to the October meeting about the May dip. Ms. Spores asked about the HELMS expenses and schedule.

6. Program Manager Report

6.1. WOTACon draft poster presentation

Presentation by Kathy Weed, Program Manager. Ms. Weed shared a draft of the WOTAcon poster with the board for their approval and improvements. Ms. Spores offered to answer questions and information will attending the conference.

6.2. OT compact update

Ms. Weed presented the compact committee to the board and provided the board with an opportunity to join the committee. Minnesota and Vermont joined the committee. The committee will be updating their website, and the next annual meeting will be in the Spring of 2025.

6.3. Rules update

Ms. Weed shared the updates to both the rules. She presented some potential rule updates about the language of therapy fees and renewal cycle. The second change is to remove the language regarding listing the of the WAC rather than listing the requirements. Ms. Weed also shared that the board postponed any open rule projects and rule packages until the HELMS update has been fully implemented. The board will be able to resume the rules after the program improvement. Ms. Spores voted to approve the changes/updates to the rules which were seconded by Ms. Roberts.

6.4. Recruitment update

The board member that was appointed unfortunately had to decline the position and Ms. Weed is hoping to get a new member appointed soon. Ms. Roberts and Mr. Olivas will be renewing their terms to continue onto a second term of the OT board.

7. Presentation on BCC leadership forum -

Ms. Spores and Mr. Wilson shared their experience at the BCC conference on June 18, 2024. They both shared their appreciation and networking opportunities that the conference provided.

8. Agenda items for future meetings -

The budget report will be brought back for review by the board as well as a report from WOTAcon and approving the states. Provide resources regarding free training on the website. Mental health practitioner qualifications discussion/scope of practice.

9. Adjournment –

Ms. Spores called the meeting adjourned at 10:29am.

Washington State Occupational Therapy Practice Board

Mary Spores, Chairperson