

# STATE OF NEVADA BOARD OF OCCUPATIONAL THERAPY

## MINUTES OF PUBLIC MEETING

November 19, 2016

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Members Present: Linda Frasier, Kittima Conrad, Deena Spaulding, Stacey Henderson, Sol Magpantay

Members Absent: None

Staff Present: Loretta L. Ponton, Executive Director,  
Henna Rasul, Sr. Deputy Attorney General

Public Present: Adriane Boynton, OTR; Beth Kohn, CPA

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Linda Frasier, Chair, called the meeting to order at 10:05 a.m. A verbal roll call confirmed a quorum was present.

**Public Comments** – No public comments.

**Approval of Minutes** - Linda Frasier asked if there were any comments or revisions to the minutes of the meeting of August 8, 2016. Hearing none, called for a motion.

Deena Spaulding made the motion, seconded by Stacey Henderson to approve the minutes of August 8, 2016. The motion passed.

**Biennial Audit Report FY 15 / FY 16** - Beth Kohn, CPA jointed the meeting by telephone. Ms. Kohn presented the FY 15 / FY 16 Audit report and reviewed the report stating there were no findings or instances of non-compliance and financial statements. There were no questions.

Linda Frasier asked for a motion.

Kittima Conrad made the motion to approve the biennial audit report for FY 15 / FY 16. Stacey Henderson seconded the motion. The motion passed.

**Board Policy 14 - Administrative Cost Sharing** - Linda Frasier asked for discussion of the policy, stating each member was asked to provide comments on the Pros and Cons of co-location. Loretta Ponton reported there have been no changes to the language of the policy as previously presented. A summary of comments has been provided; in addition Ms. Ponton stated she also provided additional comments and summary of other items for consideration.

Ms. Frasier asked each member to discuss their comments and thoughts. After hearing from all members, there was consensus to revise the policy to add clarifying language to restrict co-locations to those boards currently on premises. Ms. Ponton stated the agreements may be terminated with 60 days notice by either party.

Linda Frasier call for a motion.

Stacey Henderson made the motion to approved Policy 14 Administrative Office Cost Sharing as revised to include a qualifying paragraph restricting co-locations to the current Boards. The motion was seconded by Deena Spaulding. The motion passed with Kittima Conrad voting No.

**Co-Location & Cost Allocation Agreements** - Loretta Ponton stated the agreements reflect the requirements of the approved Policy 14.

Linda Frasier called for a motion on the Agreement with the Speech-Language Pathology, Audiology and Hearing Aid Dispensing Board.

Stacey Henderson made the motion, seconded by Kittima Conrad to approve the Agreement with the Speech-Language Pathology, Audiology and Hearing Aid Dispensing Board. The motion passed.

Linda Frasier called for a motion on the Agreement with the Board of Registered Environmental Health Specialists.

Stacey Henderson made the motion, seconded by Deena Spaulding to approve the Agreement with the Board of Registered Environmental Health Specialists. The motion passed with Kittima Conrad and Sol Magpantay voting No.

**Disciplinary Actions** - Linda Frasier asked Loretta Ponton to facilitate. Ms. Ponton provided the Consent Decree with Adriane Boynton for consideration.

Ms. Boynton was in attendance and provided a brief summary of the circumstances which resulted in the disciplinary action under consideration.

Deena Spaulding made the motion, seconded by Kittima Conrad to approve the Consent Decree with Adriane Boynton, Case No. C16-02. The motion passed.

Loretta Ponton provided the Consent Decree with Shelby Hunter for consideration. Stacey Henderson recused herself from consideration of Case No. C15-04, as she had a previous supervisory relationship with the licensee.

Loretta Ponton and Henna Rasul responded to questions regarding the Consent Decree.

Linda Frasier called for a motion on Case No. C15-04.

Sol Magpantay made the motion to approved the Consent Decree with Shelby Hunter, Case No. C15-04, seconded by Kittima Conrad. The motion passed.

**Position Statement: Productivity and Ethical Considerations - Best Practices Guidelines -**

Loretta Ponton stated the position paper has been revised incorporating the changes requested by the Board and is presented for final review and approval. Due to extenuating circumstances at the Physical Therapy and Speech Boards, the document has not been on their agendas for consideration.

After discussion, three revisions to language were made. Linda Frasier called for a motion.

Deena Spaulding made the motion, seconded by Kittima Conrad to approve the Productivity and Ethical Considerations Best Practices Guidelines as revised. The motion passed.

**Legislative Report** - Loretta Ponton stated that Ms. Berkley was not able to attend due to illness.

Ms. Ponton gave a brief report on pending legislation reporting that there is one proposed bill of interest that would eliminate four boards in the behavioral health fields and consolidate the oversight, licensing and regulatory functions under the State Board of Health. Also noted was that in Ohio, there is legislation being considered to eliminate 11 boards and consolidate others.

**Executive Director's Report** - Loretta Ponton directed the members to the written report.

Licensure Statistics - Ms. Ponton reported on licensure statistics, stating there are 1111 licensees as of September 30, 2016.

History of the Board of Occupational Therapy - The new document will be included in all future orientations for new Board members. The documents contains the history of legislation, regulations, other applicable laws and legislation to govern Board functions, a summary of events, charts of licensing numbers, financial information and Board member appointments.

Financial Reports - The FY 17 1<sup>st</sup> Quarter financial reports were presented, with no questions from board members.

Ms. Ponton reported the educational seminars conducted in October were well received and directed the members to the seminar evaluations summary.

The on-line jurisprudence exam is now available and individuals are completing the exam.

Ms. Ponton informed the members of the FARB Forum which is a conference for regulatory boards across many disciplines and asked if members wished to attend to let her know.

Certificates of participation were provided to each member for their 2016 participation as members of the Board.

Ms. Ponton stated a new financial reviewer and authorized bank signatory needed to be designated.

After discussion, Stacey Henderson agreed to be the financial reviewer and authorized banking signatory to replace Kittima Conrad.

Linda Frasier called for a motion.

Kittima Conrad made the motion, seconded by Sol Magpantay to approve the Executive Director's Report including designating Stacey Henderson as the Board's financial reviewer and authorized signatory on the Board financial accounts. The motion passed.

**Report from Board Chair** - Linda Frasier thanked Kittima Conrad and Deena Spaulding for their service on the Board. Presentation of appreciation awards was made.

Linda Frasier reported that she has been in contact with Chrissy Vogeley of AOTA and they will be presenting on the use of telehealth at the January meeting.

The next Board meeting was confirmed for January 21, 2017 in Las Vegas at the Enterprise Library. The meeting will begin at 1:00 p.m.

Future Agenda items will include telehealth discussion; regulation reviews of NAC 640A.361 regarding private reprimands and NAC 640A.260 supervision and employment of occupational therapy assistants and election of officers.

**Legal Report** - Henna Rasul stated there was nothing to report.

**Public Comments** – There was no public present at this time.

**Adjournment** – Linda Frasier adjourned the meeting at 12:55 p.m.