

The Louisiana State Board of Medical Examiners
OCCUPATIONAL THERAPY ADVISORY COMMITTEE

Minutes of Meeting

December 15, 2023

Virtual Zoom Meeting

A meeting of the Louisiana State Board of Medical Examiners Occupational Therapy Advisory Committee, pursuant to lawful notice, was duly convened and called to order at 10:06 a.m., December 15, 2023 via Zoom virtual video and live streamed to the public on YouTube. A quorum was established. The chair verified the identity of all videoconference participants and that the audio and video were clear and audible. The chair advised that public comments could be mailed to publiccomment@lsbme.la.gov.

Members present were as follows:

- Darbi Philibert, Chair
- Ingrid Franc, Vice Chair
- Brenda Martin
- Amy Larriviere
- Raelena Crooks
- Mary Green-Keys

Members absent were as follows:

- Carolyn Murphy
- Glynn Wallace
- Kelly Brandon
- Kim Solari
- Kathleen Norcross

Also present at the Meeting:

- Dr. Vincent Culotta, LSBME Executive Director
- Patricia Wilton, LSBME Executive Counsel
- Olivia Pelong, LSBME Executive Program Specialist
- Tracy Mauro, LSBME IT Specialist
- Phyllis Johnson, Licensing Analyst Supervisor
- Lauryn Sudderth, LSBME Attorney

Persons Absent:

- Jacintha F. Duthu, LSBME Executive Staff Officer

Old Business

1. **Minutes of November 2023 meeting.** Minutes were reviewed. On the motion of Brenda Martin, duly seconded by Darbi Philibert, all present voted unanimously to approve and accept the minutes of the November 17, 2023 OTAC meeting with no changes.
 - No public comment.
2. **Definitions for Rules.** The remaining definitions that had not yet been agreed upon at the last meeting were reviewed, discussed, and revised. Definitions that are for words that are no longer in the Rules document were removed.
 - Darbi Philibert motioned to approve the changes and deletions to the Definitions section of the Rules. Amy Larriviere seconded the motion. All members present voted unanimously to accept the changes.
 - No public comment.

11:50-12:00 Break was taken.

New Business

1. **Executive Session for licensure recommendation for Contact #296217.**
 - Motion to move into Executive session by Ingrid Franc, duly seconded by Darbi Philibert at 12:02 PM. All present voted unanimously to move into Executive session.
 - Motion to return to Public session by Darbi Philibert, duly seconded by Brenda Martin at 12:09 PM. All members present voted unanimously to return to Public session.
 - The Chair held a vote on the licensure recommendation. OTAC members agreed that the letter of recommendation provided for Contact #296217 met the criteria set by OTAC. Darbi Philibert motioned that, for this person, the OTAC recommends that the LSBME waive the four-pass NBCOT exam board certification rule and grant Contact #296217 licensure to practice. Ingrid Franc seconded the motion. All members present voted unanimously in favor.
 - No public comment.

Old Business

3. **Rules and Regulations Update – Subchapter E -Temporary License Section**
 - Throughout Subchapter E – All references to ‘temporary license’ were changed to ‘temporary permit’.
 - Section 1939A – Changed language to state that the temporary permit would be valid for three months and would be non-renewable.
 - Section 1939B – Changed the supervision requirements for temporarily licensed OTs to same as temporarily licensed OTAs. All OTPs working under a temporary permit shall be directly supervised for not less than 50% of their assigned caseload on a weekly basis.
 - Section 1939, #3 – Removed as separate rules for OTAs no longer needed.
 - Section 1939C – Removed this section as the temporary permit will no longer be renewable.
 - Brenda Martin motioned to approve the changes to Subchapter E, Section 1939 of the Rules. Darbi Philibert seconded the motion. All members present voted unanimously to accept the changes.
 - No public comment.

Next meeting date to be determined after collaboration between Ingrid Franc and Dr. Van.

Meeting was adjourned at 1:01 PM