

**North Carolina Board of Recreational Therapy Licensure
Board Meeting
Date: November 2, 2016
Phone Conference Meeting**

Present: Suzanne Thompson, Chair; Becky Garrett, ED; John Aguilar, MD; Beth Bailey; Judy Kinney; Doretha Maxwell; Tracy Warren
Absent: Michael Atkins, Laetitia Cheltenham

| Topic | Action | Responsible Person | Status | Follow-Up |
|--|--|--------------------|----------|-----------|
| I. Call To Order | Meeting called to order at 8:30 AM | Suzanne Thompson | | |
| II. Establish Quorum | Quorum established. | Suzanne Thompson | | |
| III. Minutes Approval | Minutes of September, October 5 and October 26, 2016 Doretha Maxwell – motion to approve Beth Bailey - 2nd | BOD | Approved | |
| IV. Recusals (NCAC 19:7) Ethics Commission | No recusals | BOD | | |
| V. Finance | Discussion of finances included all receipts must be signed by the treasurer, balance in the SECU account as of 10/30 do not reflect the insurance premiums just paid at the first of the month. | Becky Garrett | | |
| VI. Review | LRT Niggebrugge, Jessica – ECU Beth Bailey – motion to approve Doretha Maxwell – 2nd | BOD | Approved | |

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|--------------------------|---|--------------------|---|-----------|
| VII. Board Training Grid | Review of Board Training Grid with discussion of absences and SEI training. | Becky Garrett | | |
| VIII. APO | The next APO meeting will be dependent upon the election results of November 8 th . Members of the legislative leadership are up for re-election. | Becky Garrett | | |
| IX. Brochure | <p>Brochure appears to be ready for print and distribution to all members of the NC General Assembly.</p> <p>Tracy Warren – motion to print 350 copies and distribute as discussed Doretha Maxwell – 2nd</p> | Becky Garrett | Approved | |
| X. Rules Review | <p>21 NCAC 65 .1000; .1001; .1002; .1003; .1004; .1005 Recommended changes were reviewed and discussed line-by-line.</p> | BOD | To be reviewed again after changes are made | |
| Addendum 11/8/16 | BOD received a draft of the rules discussed 11/2/16 with related revisions on 11/4/16. Voting to approve/disapprove were made via email with all votes in by 11/8/16. | BOD | Unanimous approval | |
| XI. Violation Reports | <p>Shequita Glover – She was used as a reference w/CTRS title by an intern. She is an activity director, but not a recreational therapist. However, no written proof of violation exhibited.</p> <p>Case #10-16-1 – Used CTRS title. She graduated in 2014 and passed NCTRC exam in 2016. Board asked for clarification as to when she began using the title.</p> | BOD | Encouraging licensure | |
| | | BOD | Further investigation before pursuit of probation | |
| XII. Other Business | Reviews of Job Descriptions Policies v Manuals | BOD | Tabled until November 30 | |

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|--|--|--------------------|--------|-----------|
| | Website | | | |
| XIII. Next regularly scheduled board meeting | To be held in Raleigh at 9:30 AM Alliance of Disability Advocates Office 1012 Oberlin Rd (side entrance – take elevator to the 3 rd floor) | BOD | | |
| XIV. Adjournment | Doretha Maxwell – motion to adjourn at 9:43 AM Judy Kinney - 2nd | BOD | Closed | |

Respectfully submitted,

Suzanne Thompson, Chair

Tracy Warren, Secretary

_____/_____/_____
Approved