

**North Carolina Board of Recreational Therapy Licensure
Board Meeting
Date: November 30, 2016
Meeting at Alliance of Disability Advocates office
Raleigh, NC**

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

Absent: Judy Kinney

Topic	Action	Responsible Person	Status	Follow-Up
I. Call To Order	Meeting called to order at 9:42 AM (Introductions started at 9:30)	Suzanne Thompson		
II. Establish Quorum	Quorum established.	Suzanne Thompson		
III. Minutes Approval	Minutes of September, Nov 2, 2016 Doretha Maxwell – motion to approve Michael Atkins – 2nd	BOD	Approved	
IV. Recusals (NCAC 19:7) Ethics Commission	No recusals	BOD		
V. Finance	Discussion of finances yielded no questions or concerns.	Becky Garrett		
VI. Review	LRT – 897 LRTA – 45 Inactive – 13 >3500 professionals have been licensed since board inception LRT Dalton, Sarah – UNCW	Becky Garrett		

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	<p>Hartley, Morgan – WCU Mattes, Megan – ECU</p> <p>Beth Bailey – Motion to approve all Doretha Maxwell – 2nd</p>	BOD	Approved	
VII. APO	Rep. Jordan is still the Co-Chair and it's still a "wait & see" status for NCBRTL existence as a stand-alone board or if it will be merged with other licensing boards	Becky Garrett	Ongoing	
VIII. Survey of Scope & Practice, Impact Sheet and Brochure	Review and discussion	Becky Garrett		
XI. Violation Reports	<p>Case #10-16-1 – Used CTRS title. She graduated in 2014 and passed NCTRC exam in October of 2016. She used professional ID credentials for 10 months prior to October of 2016.</p> <p>Laetitia Cheltenham – Motion for probation for 10 months during which she must practice under the supervision of an LRT and may not supervise an intern. She must also successfully attend compliance & ethics training and provide the board with the name of her supervisor should she be employed as an LRT during the probation period. Letters to be sent informing her of her probation status.</p> <p>Doretha Maxwell – 2nd</p>	BOD	Approved	October 2017
X. Website	Updates finally completed. However, concerns about on-going struggles with website developer not completing work originally contracted for the website to be completely functional still exist.	Becky Garrett	Ongoing	

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XI. Rules Review	21 NCAC 65 .1000; .1001; .1002; .1003; .1004; .1005 Recommended changes were reviewed. Laetitia Cheltenham - Motion to accept proposed recommendations for rules revisions Doretha Maxwell – 2nd	BOD BOD	Approved	
XII. Operations Manual	Distributed	Becky Garrett	For discussion/review next board meeting	
XIII. Next regularly scheduled board meeting	December 28, 2016 @ 8:30 AM via conference call	Suzanne Melcher		
XIV. Adjournment	Tracy Warren – motion to adjourn at 11:50 AM Doretha Maxwell - 2nd	BOD	Closed	

Respectfully submitted,

Suzanne Thompson, Chair

Tracy Warren, Secretary

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Approved