

**STATE OF NEVADA BOARD OF OCCUPATIONAL THERAPY**

**NOTICE OF PUBLIC MEETING**

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**November 14, 2017**

**5:00 p.m.**

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**Teleconference**

**1-888-273-3658      Access Code: 8751529**

Public Access:

Board Administrative Office  
6160 Mae Anne Ave. Suite 3  
Reno, NV 89523

**AGENDA**

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The State of Nevada Board of Occupational Therapy may: (a) address agenda items out of sequence, (b) combine agenda items, and (c) pull or remove items from the agenda at any time. The Board may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health of a person. (NRS 241.020, NRS 241.030). Action by the Board on an item may be to approve, deny, amend, or table.

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1. Call to Order, Confirmation of Quorum
2. Public comment

No vote may be taken upon a matter raised during a period devoted to public comment until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)
3. Approval of the Minutes of the meeting of August 12, 2017 (for possible action)
4. Request for Reconsideration of Disciplinary Action - Board Order (for possible action)
  - Determination of Eligibility for Reconsideration pursuant to NRS 622A.390  
Case No. C17-01    Santilla Terry, OTR    License No. 16-0743
5. Authorized Board Member Bank Signatories and Financial Reviewer (for possible action)
6. Personnel Policies and Procedures - Classification and Compensation Plan (for possible action)
  - Authorized Staff Positions
  - Position Specification Licensing Assistant
  - Position Specification Executive Assistant/Licensing Specialist
  - Updated Compensation Schedule
7. Executive Director's Report (for possible action)
  - FY 2018 Financial Reports as of 1<sup>st</sup> Quarter, ended September 30, 2017
  - Governor's Finance Office, Division of Internal Audits
    - \* Audit of Boards and Commissions
  - Licensing Data System Update
  - Board Seminars
8. Report from Deputy Attorney General (informational)
9. Report from Board Chair (for possible action)
  - Future Agenda Items / 2018 Board Schedule / Comments from Members
10. Public Comment

No vote may be taken upon a matter raised during a period devoted to public comment until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

## 11. Adjournment (for possible action)

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Public comment is welcomed by the Board. Public comment will be limited to five minutes per person and comments based on viewpoint will not be restricted. Public comment will be available prior to action items on the agenda and on any matter not specifically included on the agenda as the last item on the agenda. At the discretion of the Chairperson, additional public comment may be heard when that item is reached. The Chairperson may allow additional time to be given a speaker as time allows and in his/her sole discretion. (NRS 241.020, NRS 241.030)

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Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual the board may refuse to consider public comment. (NRS 233B.126)

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***Notice:*** Persons with disabilities who require special accommodations or assistance at the meeting should contact the Board office at (775) 746-4101; or fax (775) 746-4105 no later than 48 hours prior to the meeting. Requests for special accommodations made after this time frame cannot be guaranteed.

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***THIS MEETING HAS BEEN PROPERLY NOTICED AND POSTED  
IN THE FOLLOWING LOCATIONS:***

Washoe County Courthouse 75 Court Street Reno, NV 89501	Office of the Attorney General 100 North Carson Street Carson City, Nevada 89701	Office of the Attorney General 5420 Kietzke Lane, Ste 202 Reno, Nevada 89511
Grant Sawyer State Office Building 555 E. Washington Avenue #3900 Las Vegas, Nevada 89101	Board of Occupational Therapy 6160 Mae Anne Ave., Suite 3 Reno, Nevada 89523 and Website <a href="http://www.nvot.org">www.nvot.org</a>	Washoe County Clerk 1001 E. 9 <sup>th</sup> St. Bldg A P.O. Box 11130 Reno, NV 89520
	State of Nevada Public Notice Website <a href="http://www.nv.gov">www.nv.gov</a>	

This agenda has been sent to all members of the State of Nevada Board of Occupational Therapy and other interested persons who have requested an agenda from the Board. Persons who wish to continue to receive an agenda and notice must request so in writing on an annual basis.

Supporting material relating to public meetings of the Board of Occupational Therapy is available at the Board of Occupational Therapy administrative offices located at 6160 Mae Anne Ave, Suite 3, Reno, Nevada 89523 or by contacting Loretta L. Ponton, Executive Director at (775) 746-4101 or email [board@nvot.org](mailto:board@nvot.org).

Anyone desiring additional information regarding the meeting is invited to call the Board office at (775) 746-4101.

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