



STATE OF NEVADA BOARD OF OCCUPATIONAL THERAPY

SUMMARY MINUTES PUBLIC BOARD MEETING

May 13, 2023

Members Present: Phil Seitz, Jose Pablo Castillo, Jocelyn Pereira, Allison Stone
Members Absent: Melanie Minarik
Staff Present: Loretta L. Ponton, Executive Director
Stacey Whittaker, Director of Licensing & Operations
Henna Rasul, Sr. Deputy Attorney General
Public Present: Jeanette Belz, Robyn Otty

Call to Order, Confirmation of Quorum

Chair Seitz called the Board meeting to order at 10:02 a.m. A roll call confirmed a quorum was present.

Public Comments

Chair Seitz opened public comments. There were no comments.

Approval of Minutes

Chair Seitz called for approval of minutes.

Allison Stone made the motion, seconded by Vice Chair Castillo to approve the minutes of the meeting of March 25, 2023. The motion passed.

Legislative Activities

Jeanette Belz of Belz and Case Government Affairs provided an update on legislative activities. May 13th marked the 97th day of the Legislative Session and only seven bills have been signed into law. AB343, the OT Board Bill had a successful hearing on March 31st and is waiting on a work session to be scheduled later this week. Other bills of interest are AB503 regarding background checks for certain occupational licensing boards and SB431 which is a reorganization bill by the Governor creating a new office of Boards & Commissions under Business and Industry. The intent of the bill is not to change the structure or staffing of the boards but to provide administrative oversight.

Robyn Otty, OT asked Loretta Ponton to provide a summary of the OT Bill, AB343. Loretta referred Robyn to the board website where the full bill draft is available for review.

Executive Director's Report

Ms. Ponton provided a report on licensure statistics, FY23 financial statements, office operations and activities, Jurisprudence Exam, potential regulation revisions, and board complaint status. The FY 23 Financial Reports and Draft FY 2024 preliminary budget were presented for review. No action was taken.

Executive Director Recruitment

Loretta Ponton, Executive Director has tendered her resignation as of September 30, 2023. The recruitment for a new Executive Director will begin in June with Board interviews and selection at the August 5th meeting in Reno. Applications will be reviewed by the Board Chair (Phil Seitz) and staff, initial interviews by ZOOM / or in person may be held, the top three candidates will be selected for interview by the entire Board. A comprehensive recruitment and training timeline was presented to the board for review.

Employment Agreement - A proposed amendment to the employment agreement of the Executive Director was presented to designate compensation for Fiscal Year 2024 and proposed PTO payout upon termination to reflect the maximum PTO that could be accrued and not taken at September 30, 2023 of 600 hours. There would be an 11.3% cost savings in retirement contributions, approximately \$2,500, as retirement contributions are not made on PTO payouts.

The board discussed at length how the PTO benefits are calculated and the effect on revenue and expenses. It was explained that PTO is expensed as it is earned/accrued and is reflected as PTO expense on the profit and loss statement and as PTO Accrued on the Balance Sheet. The payout would reduce the PTO accrued balance sheet account when actually paid.

Allison Stone made the motion, seconded by Vice Chair Castillo, to approve the amended Executive Director Employment Agreement as presented. The motion passed.

Report from Deputy Attorney General

Henna Rasul stated she had nothing to report.

Board Activities & Reports from Members

Loretta Ponton presented the remaining 2023 meeting and activities schedule to include an in-person meeting in Reno on August 5th for Executive Director recruitment interviews. September 23rd will be an in-person meeting in Las Vegas with both Loretta and the new Executive Director followed by the last meeting of 2023 on November 4th.

Public Comment

Chair Seitz opened the floor for public comments. Robyn Otty, OT congratulated Loretta on her upcoming retirement and introduced herself to the board as a State Ambassador for NBCOT. There were no further comments.

Adjournment – Chair Seitz adjourned the meeting at 11:14 a.m.