

Minutes have not been approved and are subject to revision at the next meeting.



STATE OF NEVADA BOARD OF OCCUPATIONAL THERAPY

SUMMARY MINUTES PUBLIC BOARD MEETING January 24, 2026

Members Present: Christopher Liebl, Chelsea Gonzalez, Jocelyn Pereira, Scott Oakley

Members Absent: Vacant OT/OTA

Staff Present: Heather Hartley, Executive Director
Stacey Whittaker, Director of Licensing & Operations
Henna Rasul, Senior Deputy Attorney General

Public Present: Allen Espelita, Julia Graham, Mariah Olivero-Chew, Matt Olivier

Call to Order, Confirmation of Quorum

Chair Liebl called the Board meeting to order at 9:32 am. A roll call confirmed a quorum was present.

Public Comment

Chair Liebl called for public comments, there were none.

Approval of Minutes

Chelsea Gonzalez made the motion, seconded by Scott Oakley, to approve the minutes of the meeting of November 8, 2025. Jocelyn Pereira abstained. The motion passed.

Appointment of Chair and Board Officers

Executive Director Hartley explained that pursuant to NRS640A.090, the Board shall elect a Chair at the first regular meeting of each year. As such, the Board will also need to elect a Vice Chair and Financial Reviewer.

Chair Liebl made the motion to nominate Chelsea Gonzalez as the new Board Chair, seconded by Scott Oakley. The motion passed.

Christopher Liebl volunteered to serve as Vice Chair of the Board. Chelsea Gonzalez made the motion, seconded by Scott Oakley to appoint Christopher Liebl as Vice Chair. The motion passed.

Jocelyn Pereira made the motion to appoint Scott Oakley as the new Financial Reviewer for the Board. Chelsea Gonzalez seconded the motion which passed unanimously.

Public Workshop – Proposed Regulations

Chair Gonzalez opened the Public Workshop on proposed regulations R094-25.

- New Section - adds requirement of licensees to notify the Board within 30 days after certain actions are taken or filed against the licensee.

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- NAC 640A.062 - removes requirement for a person who has previously been issued a temporary license from applying for another temporary license until 6 months after the expiration of the initial or renewed temporary license.
- NAC 640A.350 - amends unprofessional conduct to include failing to report to the Board any judgment, settlement, or final disposition pursuant to section 1.

Chair Gonzalez opened the workshop for public comments. Hearing none, Chair Gonzalez closed the Public Workshop.

Consideration of Proposed Regulations

Vice Chair Liebl made the motion, seconded by Scott Oakley to approve the regulation as presented and move forward with the regulatory process. The motion passed unanimously.

Executive Director's Report

Executive Director Hartley provided a thorough report on Board Office Administrative Activities to include licensure statistics, FY26 financial statements, Department of Business and Industry, various legislative activities, and an update on current complaints.

Ms. Hartley updated the Board on investment of funds. A Money Market Account has been opened and is collecting interest. Western Alliance Bank is not authorizing the Board to purchase CDs at this time. Unexpected changes to the budget were presented by Ms. Hartley, including an increase in Attorney General rates from \$157 per hour to \$250 per hour retroactive to July 2025. A new mandate that Board's Workers Compensation Policies be held with the State was also enforced, increasing the annual premium from \$738.00 per calendar year to \$2,656.60.

Scott Oakley made a motion, seconded by Vice Chair Liebl to approve the Board Financials as presented. The motion passed.

The Board's Semi-Annual January 2026 Newsletter was presented for review and approval.

Vice Chair Liebl made the motion, seconded Scott Oakley to approve the January 2026 Newsletter. The motion passed.

Executive Director Hartley discussed the process and terms for obtaining new contracts for bookkeeping/payroll services and audit services. Requests for proposals through an informal solicitation process were conducted in December. Proposed contract amounts and length of contracts were presented to the Board.

Vice Chair Liebl made the motion, seconded by Scott Oakley to authorize Heather Hartley, Executive Director, to complete the contracts for Numbers Inc. and Christiansen Accounting Network as presented to the Board. The motion passed.

Report from Deputy Attorney General

Henna Rasul, Senior Deputy Attorney General, had no report.

Board Activities & Reports from Members

Executive Director Hartley requested to change the next Board meeting from March 14, 2026, to March 21, 2026, followed by June 27, 2026. Subsequent meetings in September and November will be determined.

Vice Chair Liebl made the motion, seconded by Scott Oakley to approve the 2026 meeting schedule as presented, the motion passed.

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Public Comment

Chair Gonzalez opened the floor for public comments. Matt Olivier expressed excitement for the Board Newsletter. There were no further comments.

Adjournment – Chair Gonzalez adjourned the meeting at 10:11 am.