

**GEORGIA STATE BOARD OF OCCUPATIONAL THERAPY**  
**Board WebEx Meeting Minutes**  
**Friday, May 9, 2025 – 9:00 a.m.**

The Georgia State Board of Occupational Therapy met via WebEx on Friday, May 9, 2025. The following members were present:

**Board Members Present**

Robert McClellan, OTR/L, Chairperson  
Rachele Branson, OTR/L, Board Member  
Rebecca Hammad, OTR/L, CLT, Board Member  
Betsy McDaniel, OTA, Board Member  
Deborah Hinerfeld, PhD, OTR/L, Board Member

**Administrative Staff Present**

Adrienne Price, Executive Director  
Meagan Doss, Licensing Supervisor  
Michelle Hornaday, Board Support Specialist  
Sherry Strong, Complaint/Compliance Analyst

**Board Members Absent**

No Board members absent.

**Attorney General's Office**

Craig Pake, Assistant Attorney General

**Visitors Present**

Corey Whigham  
Jennifer Ehlers  
Geraldine Marini  
Dr. Irma Alvarado, PhD, OT/L, FAOTA, Professor, School of Occupational Therapy, Brenau University

**Call to Order**

Mr. McClellan established that a quorum of the Board was present, and called the meeting to order at 9:04 a.m.

**OPEN SESSION**

**Board Meeting Agenda**

Ms. Branson motioned, Dr. Hinerfeld seconded, and the Board voted unanimously in favor of the motion to accept the agenda as presented.

**Open Session Minutes – April 15, 2025 Open Session WebEx Meeting Minutes**

Ms. McDaniel motioned, Ms. Hammad seconded, and the Board voted unanimously in favor of the motion to accept the April 15, 2025 Open Session WebEx Meeting Minutes as presented.

**Ratification List: January 29, 2025 – May 1, 2025 Licenses, Reinstatements and PAMs**

Ms. Branson motioned, Ms. McDaniel seconded, and the Board voted unanimously in favor of the motion to approve the list of licenses issued from January 29, 2025 – May 1, 2025, licenses issued by reinstatement, the Physical Agent Modalities certifications, and limited permits issued between Board meetings.

**Discussion – American Occupational Therapy Association (AOTA)**

1. State Affairs Bi-Weekly Legislative Report - 04-04-2025
2. CMS letter to State Medicaid Agencies re\_Designated State Health Programs

The Board accepts the correspondence in reference to AOTA, as information.

**National Board for Certification in Occupational Therapy (NBCOT)**

1. Shaun Conway's Next Chapter

2. **OT State Regulatory E-newsletter**
3. **March Important News**
4. **April Important News**
5. **Request for Board Member Roster**

Dr. Hinerfeld motioned, Ms. McDaniel seconded, and the Board voted unanimously in favor of the motion to release the Board Member Roster to NBCOT for the purpose of communicating with the Board members.

The Board accepts the correspondence in reference to NBCOT, as information.

#### **Discussion – Accreditation Council for Occupational Therapy Education (ACOTE) – April 2025 Accreditation Actions**

The Board accepts the information regarding ACOTE as information.

#### **Discussion – Supervised Clinical Experience FAQ Development**

The Board tabled the discussion on the Supervised Clinical Experience FAQ Development for the August 15, 2025 meeting.

#### **Board Chair’s Report – R. McClellan**

Mr. McClellan stated that he does not have a formal report to present; however, Mr. Bauer, the AOTA Lobbyist, reported that there will be a summit on the subject of dry needling on May 27, 2025. The attendees include, but are not limited to, representatives from the OT, PT, AT, and acupuncture professions. Ms. Branson asked if Mr. McClellan feels that it would be helpful for members of the OT community who have performed dry needling to provide letters of support for licensed OTs to be allowed to do so in Georgia. Mr. McClellan stated that any support would be welcomed. Mr. McClellan stated that he would provide an update on the dry needling legislation for the OT profession and the summit at the August 15, 2025, meeting.

#### **Executive Director’s Report – A. Price**

Executive Director’s Report presented the Board with statistical data relevant to the processing of applications, the number of licensees, and complaints/compliance matters and the status of renewal applications. Additionally, the Executive Director’s Report addressed the following:

- Annual Ethics Commission Affidavit of Public Officer Filings  
OT Licensure Compact

Ms. Branson motioned, Dr. Hinerfeld seconded, and the Board voted unanimously in favor of the motion to charge the Georgia renewal application fee for the Compact license (\$75 for OT and \$65 for OTA).

Ms. Hammad motioned, Dr. Hinerfeld seconded, and the Board voted unanimously in favor of the motion to send the full licensure and disciplinary data file electronically to the OT Compact.

- Rules Hearing

The remainder of the Executive Director’s Report was tabled for when the Board returns to Open Session.

**Mr. McClellan motioned, Ms. McDaniel seconded, and the Board voted to enter into Executive Session in accordance with O.C.G.A. §§ 43-1-2 (k); 43-1-19 (h) and 50-14-2 (1) to deliberate on Applications, to receive the Attorney General’s Enforcement, and Cognizant Reports, and to conduct Applicant Interviews. Voting in favor of the motion were those present who included Board Members: Robert McClellan, Rebecca Hammad, Betsy McDaniel, Rachele Branson, and Deborah Hinerfeld.**

At the conclusion of Executive Session on Friday, May 9, 2025, Mr. McClellan declared the meeting to be “open” pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq. No votes were obtained during Executive Session.

**EXECUTIVE SESSION**

**Scheduled Interviews**

**9:30 a.m.            Applicant 4114337**

Dr. Hinerfeld motioned, Ms. McDaniel seconded, and the Board voted unanimously in favor of the motion to rescind the previous motion, close the case and renew the license. Notify the applicant that the hours submitted to satisfy the previous biennium may not be used to meet requirements for the biennium ending March 31, 2026.

**Executive Session Minutes – April 15, 2025 Executive Session WebEx Meeting Minutes**

Ms. Branson motioned, Ms. Hammad seconded, and the Board voted unanimously in favor of the motion to accept the April 15, 2025 Executive Session WebEx Meeting Minutes as presented.

**Attorney General’s Report – C. Pake**

Ms. Branson motioned, Ms. Hammad seconded, and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session:

- OT250241**        Close the case and renew the license.
- OT250239**        Close the case and renew the license.
- OT230010**        Rescind the previous motion and table pending an applicant interview. Applicant must provide a timeline from 2023 of what has occurred as it relates to her CE hours and compliance with the previous agreement with the Board and must be prepared to explain any deficiencies and level of understanding regarding the CE requirements.

Dr. Hinerfeld motioned, Ms. Hammad seconded, and the Board voted unanimously in favor of the motion to accept the Attorney General’s Report and advice as presented.

**Legal Services MEMO**

**1. Cases for Ratification**

Ms. McDaniel motioned, Ms. Branson seconded, and the Board voted unanimously in favor of the motion to accept the following orders as received.

- a) **OT250282**
- b) **OT250247**
- c) **OT250280**
- d) **OT250242**
- e) **OT250269**
- f) **OT250290**

**2. Request for Reconsideration – OT250271**

Dr. Hinerfeld motioned, Ms. McDaniel seconded, and the Board voted unanimously in favor of the motion to rescind the previous motion, close the case and renew the license. Notify the applicant that the hours submitted to satisfy the previous biennium may not be used to meet requirements for the biennium ending March 31, 2026.

**Cognizant Report – R. Branson**

Ms. Hammad motioned, Mr. McClellan seconded, and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session:

- OT250257** Refer to the Attorney General’s Office for outpatient mental physical examination. Upon receipt of results, proceed as discussed in Executive Session.
- OT250270** Close the case due to no evidence to substantiate allegations and insufficient information.
- OT250272** Close the case, no jurisdiction.
- OT250287** Close the case, no jurisdiction.
- OT250261** Close the case and refer a complaint on the Physical Therapist to the Georgia State Board of Physical Therapy.
- OT250262** Close the case and refer a complaint on the Physical Therapist to the Physical Therapy Board.
- OT250285** Close the case, no jurisdiction and insufficient information to substantiate an investigation.
- OT250288** Schedule an Applicant Interview.
- OT180025** Uphold the motion to refer to the Attorney General’s Office for a hearing for revocation of licensure.
- OT250235** Schedule an Investigative Interview with the Respondent.
- OT250283** Schedule an Investigative Interview with the Respondent.

**Cognizant Ratification Report**

Ms. Branson motioned, Ms. McDaniel seconded, and the Board voted unanimously in favor of the motion to accept the ratification report as follows:

- Applicant 4195384** Refer to Legal Services for a Public Consent Agreement for Reinstatement of Licensure with a reprimand and a fine of \$1000.00 for unlicensed practice. Fine may be paid in payments of \$100 a month until fine is paid in full. Flag for CE audit.

**Applications for Board Review**

Ms. McDaniel motioned, Ms. Hammad seconded, and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session:

**Reinstatements**

- Applicant 4187675** Refer to Legal Services for a Public Consent Agreement for Reinstatement of Licensure with a reprimand and a fine of \$550 for false attestation and unlicensed practice from 4/1/2020 – 5/8/2020. Fine to be paid within 90 days of the order docket date. Flag for Audit.
- Applicant 4206432** Schedule an Applicant Interview.
- Applicant 4204995** Issue the license with a Letter of Concern regarding practicing in academia without a valid license.
- Applicant 4205047** Table pending receipt of completion of two (2) hours Board approved CE in ethics. Must be received within 30 days of notification. Should the applicant satisfy the CE requirement, issue the license.
- OT220039** Refer to Legal Services for a Public Consent Order with a fine of \$500 for violation of Public Consent Order for Renewal of Licensure, docketed November 4, 2022. Fine to be paid within 90 days of the order docket date. Flag for Audit.

**OPEN SESSION**

**Executive Director’s Report – A. Price**

Executive Director’s Report presented the Board with statistical data relevant to the processing of applications, the number of licensees, renewal audits and complaints/compliance matters, and the status of renewal applications. Additionally, the Executive Director’s Report addressed the following:

- PLB Updates
- Georgia General Assembly

Ms. Branson motioned, Ms. Hammad seconded, and the Board voted unanimously in favor of the motion to refer the matter involving CE credit for mentorship programs and academic programs to the Rules Committee to determine if language should be added to the rules to allow for them to fulfill CE requirements for licensure and renewal.

Ms. Hammad motioned, Ms. McDaniel seconded, and the Board voted unanimously in favor of the motion to accept the Executive Director’s Report as presented.

**Adjournment** No further business was discussed, and the meeting adjourned at 1:55 p.m.

**Minutes recorded by:** Michelle Hornaday, Board Support Specialist  
**Minutes reviewed and edited by:** Adrienne Price, Executive Director & Meagan Doss, Licensing Supervisor  
**Minutes approved on:** June 25, 2025

**ROBERT MCCLELLAN**  
**BOARD CHAIR**

**ADRIENNE PRICE**  
**EXECUTIVE DIRECTOR**

STATE OF GEORGIA

COUNTY OF BIBB

**AFFIDAVIT SUPPORTING CLOSING OF  
PUBLIC MEETING**

The Georgia Open Meetings Act, O.C.G.A. §50-14-1 *et seq.*, requires that all meetings of an entity covered by the statute must be open to the public unless there is some specific statutory exception which permits the closing of the meeting. If such a meeting is to be closed, the law requires that the presiding person execute a sworn affidavit stating that the subject matter of the meeting or the closed portion thereof was devoted to matters within the statutory exceptions and identifying those specific exceptions relied upon. O.C.G.A. §50-14-4(b). A copy of this affidavit must be filed with the minutes of the meeting in question.

Comes now Robert A. McClellan the presiding officer identified below and, before an official duly authorized to administer oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.

1. I am the presiding officer of the Occupational Therapy Licensure Board.
2. I am over the age of 18 and in all other aspects competent to make this sworn statement. I acknowledge that I am giving this statement under oath and penalty of perjury and that I have read the contents of this affidavit prior to signing it.
3. On May 9, 2025 this entity, which is subject to the Open Meetings Act, met. A majority of the quorum of the members present voted to close the meeting or a portion thereof for the following indicated reason(s). I hereby certify that during the closed portion of the meeting, only those subjects indicated below were discussed. I also certify that I have reviewed the exceptions provided under the Open Meetings Act that may permit the closing of a meeting and that, to the best of my knowledge, the reasons I have described in detail below meet the requirements for closing this public meeting.
4. The legal authority for the closure of this meeting was:  
O.C.G.A. §43-1-2(k) and 43-1-19(h)
5. The subject(s) discussed and the underlying facts supporting the closing of this meeting are:  
To deliberate applications and enforcement matters and to receive information on applications and investigative reports.

FURTHER THE AFFIANT SAYETH NOT

Robert A. McClellan  
Presiding Officer

Sworn and subscribed before me  
This 12<sup>th</sup> day of May 2025

Stephanie Clark  
Notary Public

Stephanie Clark  
NOTARY PUBLIC  
Cobb County, GEORGIA  
My Commission Expires 09/18/2027