

# **BOARD OF OCCUPATIONAL THERAPY**

## **OPEN SESSION MINUTES**

### **JUNE 16, 2025**

### **2:30 PM to 3:30 PM**

#### **In Person Meeting Notice**

*Currently, all board meetings will be held virtually during the declared public emergency.  
Information on how to access the public portion of the meeting is listed below:*

#### **This meeting was available by Web**

Board of Occupational Therapy - Open Session

<https://dcnet.webex.com/dcnet/j.php?MTID=m9b77c4fde33477cdb9456dd5be299903>

#### **This meeting was available by Phone**

Call in Number: 1-650-479-3208 Call-in number (US/Canada)

Access Code: 478 300 028

#### **BOOT Mission Statement:**

*"To provide oversight to licensed professionals and ensure the health and safety of citizens and visitors in the District of Columbia through the provision of health care services."*

**OPEN SESSION MINUTES JUNE 16, 2025**

**CALL TO ORDER:**

	<p><b><u>Roll Call</u></b> <b><u>Board Members:</u></b></p> <ul style="list-style-type: none"> <li>• Dr. Gillian Rai, Board Chair</li> <li>• Mr. Charles Bond, Board Member</li> <li>• Mr. Omololu Majekodunmi, Board Member</li> </ul> <p><b><u>Board Staff:</u></b></p> <ul style="list-style-type: none"> <li>• Ms. LaTrice Herndon, Executive Director</li> <li>• Ms. Fatima Abby, Health Licensing Specialist</li> <li>• Ms. Joanne Drozdoski, Board Attorney</li> <li>• Ms. Leonard Howard, Investigator</li> </ul>	
OS-0616-01	<p><b><u>Approval of the Open Session Agenda</u></b></p> <p><b><u>Board Action:</u></b> Consideration of the Open Session Agenda from the June 16, 2025 Meeting.</p> <p><b><u>Motion:</u></b> Motion made by Mr. Omololu Majekodunm to accept the June 16, 2025, Open Session Agenda. Seconded by Mr. Charles Bond.</p> <p><b><u>Vote:</u></b> Dr. Gillian Rai, Mr. Charles Bond and Mr. Omololu Majekodunmi voted in favor of the motion. The motion passed unanimously.</p>	
OS-0616-02	<p><b><u>BOARD/DEPARTMENT’S REPORT</u></b></p> <p><b>A. EXECUTIVE DIRECTOR’S REPORT</b></p> <ul style="list-style-type: none"> <li>• Operational Status:             <ul style="list-style-type: none"> <li>▪ Ms. LaTrice Herndon, Executive Director, announced that this will be the final Board of Physical Therapy meeting. The PT Board will merge with the Board of Audiology &amp; Speech-Language Pathology and the Board of Occupational Therapy to form the Board of Rehabilitative Therapies, effective September 2025. The new Board will convene on the second</li> </ul> </li> </ul>	

	<p>(2<sup>nd</sup>) Wednesday of each month at 10:00am.</p> <ul style="list-style-type: none"> <li>• Census: <ul style="list-style-type: none"> <li>▪ OT: 952</li> <li>▪ OTA: 66</li> <li>▪ RT: 32</li> </ul> </li> <li>• Legislative Updates: <ul style="list-style-type: none"> <li>▪ There was no legislative update.</li> </ul> </li> </ul> <p><b>B. BOARD ATTORNEY’S REPORT</b></p> <ul style="list-style-type: none"> <li>• There was no attorney report. The Board has a quorum.</li> </ul> <p><b>C. BOARD CHAIR’S REPORT</b></p> <ul style="list-style-type: none"> <li>• Dr. Gillian Rai, Board Chair, thanked the staff for their work.</li> </ul>	
OS-0616-03	<p><b><u>Open Session Minutes</u></b></p> <p><b><u>Board Action:</u></b> Consideration of the Open Session Minutes from March 17, 2025, meeting.</p> <p><b><u>Motion:</u></b> Motion made by Mr. Omololu Majekodunm to accept the March 17, 2025, Open Session Minutes. Seconded by Mr. Charles Bond.</p> <p><b><u>Vote:</u></b> Dr. Gillian Rai, Mr. Charles Bond and Mr. Omololu Majekodunmi voted in favor of the motion. The motion passed unanimously.</p>	
OS-0616-04	<p><b><u>Consideration of Continuing Education for Rolling Renewal</u></b></p> <p><b><u>Board Action:</u></b></p> <p>The Board is to determine whether to accept a fifty percent (50%) reduction in the required continuing education requirements for rolling renewal applicants who will receive a license term of less than two (2) years.</p> <p><b><u>Background:</u></b></p> <p>Effective June 16, 2024, the Director implemented a new licensure renewal system, aligning the renewal cycle with the licensee’s</p>	

	<p>birth month. As a result, all licenses issued on or after this date will expire on the last day of the license holder’s birth month.</p> <p>This policy applies to all new applicants and will be implemented for existing licensees upon their next renewal this year.</p> <ul style="list-style-type: none"> <li>• Individuals born in an odd-numbered year will have their licenses expire in an odd-numbered year.</li> <li>• Individuals born in an even-numbered year will have their licenses expire in an even numbered year.</li> </ul> <p>For those licensees receiving a license term of less than two (2) years, the Board staff recommends a fifty percent (50%) reduction in the required continuing education requirements. This recommendation specifically applies to rolling renewal applicants who will receive a license term of less than two (2) years.</p> <p><b><u>Motion:</u></b> Motion made by Mr. Omololu Majekodunmi to accept a fifty percent (50%) reduction in the required continuing education requirements for rolling renewal applicants (including the 2 hours of LGBTQ and 10% of public health priorities) who will receive a license term of less than two (2) years. Seconded by Mr. Charles Bond.</p> <p><b><u>Vote:</u></b> Dr. Gillian Rai, Mr. Charles Bond and Mr. Omololu Majekodunmi voted in favor of the motion. The motion passed unanimously.</p>	
OS-0616-05	<p><b><u>Use of AI to Complete Occupational Therapy Documentation</u></b></p> <p><b><u>Board Action:</u></b> The Board is to begin discussions about how they wish to regulate it here in the District of Columbia.</p> <p><b><u>Motion:</u></b> In March 2025, the Board members do find that Artificial intelligence (AI) is a great tool to use. However, the Board discussed cyber security concerns including HIPPA violation concerns. Tabled to the from the last Board meeting for more discussion.</p>	

	<p><b><u>Motion:</u></b> No motion was made. A decision was made regarding possible of drafting future regulations regarding the use of AI in occupational therapy documentation, ensuring HIPAA compliance and safeguarding patient information.</p>	
OS-0616-06	<p><b><u>Open Session Consent Agenda</u></b></p> <p><b><u>Board Action:</u></b> Consideration of the applications approved for purposes of review and/or ratification of Board actions taken since the last Board meeting.</p> <p><b><u>Background:</u></b> The Consent Agenda is a record of the decisions and/or actions taken by the Board or its staff since the last meeting.</p> <p><b><u>Motion:</u></b> Motion made by Mr. Omololu Majekodunmi to accept open consent agenda. Seconded by Mr. Charles Bond.</p> <p><b><u>Vote:</u></b> Dr. Gillian Rai, Mr. Charles Bond and Mr. Omololu Majekodunmi voted in favor of the motion. The motion passed unanimously.</p>	
OS-0616-07	<p><b><u>MOTION TO CLOSE &amp; ADJOURN</u></b></p> <p><b><u>Board Action:</u></b> To go into closed session to discuss confidential matters as permitted in DC Official Code § 2-575(b).</p> <p><b><u>Background:</u></b> Pursuant to DC Official Code § 2-575(b), the Board will move into the Closed Executive Session portion of the meeting to discuss the following:</p> <ol style="list-style-type: none"> <li>1. To consult with an attorney to obtain legal advice and to preserve the attorney-client privilege between an attorney and a public body, or to approve settlement agreements pursuant to § 2-575(b)(4)(a).</li> <li>2. Preparation, administration, or grading of scholastic, licensing, or qualifying examinations pursuant to section § 2-575(b)(6).</li> </ol>	

	<p>3. To discuss disciplinary matters pursuant to section § 2575(b)(9).</p> <p>4. To plan, discuss, or hear reports concerning ongoing or planned investigation of alleged criminal or civil misconduct or violations of law or regulations, if disclosure to the public would harm the investigation pursuant to section § 2-575(b) (14).</p> <p><b><u>Motion:</u></b> Motion made by Mr. Omololu Majekodunmi to close open session meeting. Seconded by Mr. Charles Bond.</p> <p><b><u>Vote:</u></b> Dr. Gillian Rai, Mr. Charles Bond and Mr. Omololu Majekodunmi voted in favor of the motion. The motion passed unanimously.</p>	
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**This ends the Open Session Minutes.**

***This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at [opengovoffice@dc.gov](mailto:opengovoffice@dc.gov).***