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COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

F I N A L M I N U T E S

MEETING OF:

**STATE BOARD OF OCCUPATIONAL THERAPY
EDUCATION AND LICENSURE**

TIME: 10:04 A.M.

PENNSYLVANIA DEPARTMENT OF STATE
Board Room C
One Penn Center
2601 North Third Street
Harrisburg, Pennsylvania 17110

December 5, 2019

1 State Board of Occupational Therapy
2 Education and Licensure
3 December 5, 2019
4
5

6 BOARD MEMBERS:
7

8 Kerri L. Hample, OTD, OTR/L, Chairperson
9 K. Kalonji Johnson, Acting Commissioner, Bureau of
10 Professional and Occupational Affairs
11 Joanne M. Baird, Ph.D., OTR/L, Vice Chair
12 Carolyn M. Gatty, MS, OTR/L, Secretary
13 Christine L. Hischmann, MS, OTR/L, FAOTA
14 Edward J. Mihelcic, Ph.D., OTR/L
15
16

17 BUREAU PERSONNEL:
18

19 Nicole L. VanOrder, Esquire, Board/Regulatory Counsel
20 Paul J. Jarabeck, Esquire, Board Prosecution Liaison
21 David Smith, Esquire, Board Prosecutor
22 Christina Townley, Acting Board Administrator
23 Lisa M. Burns, Acting Division Chief, Health Licensing
24 Division, Department of State
25 Carolyn A. DeLaurentis, Esquire, Deputy Chief Counsel,
26 Prosecution Division
27 Andrew LaFratte, MPA, Department of State
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30 ALSO PRESENT:
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32 Christine Daeschner, OTR/L, Legislative Chair,
33 Pennsylvania Occupational Therapy Association
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1 ***

2 State Board of Occupational Therapy

3 Education and Licensure

4 December 5, 2019

5 ***

6 The regularly scheduled meeting of the State
7 Board of Occupational Therapy Education and Licensure
8 was held on Thursday, December 5, 2019.

9 K. Kalonji Johnson, Acting Commissioner, Bureau
10 of Professional and Occupational Affairs, was not
11 present at the commencement of the meeting.

12 ***

13 [Kerri L. Hample, OTD, OTR/L, Chairperson, officially
14 called the meeting to order at 10:04 a.m.]

15 ***

16 Introduction of Board Members, Staff, and Audience
17 [Kerri L. Hample, OTD, OTR/L, Chairperson, requested
18 Board members, staff, and audience introduce
19 themselves.]

20 ***

21 Approval of minutes of the September 5, 2019 meeting

22 CHAIRPERSON HAMPLE:

23 The first thing we are going to do is
24 our minutes from the September 5
25 meeting.

1 [The Board discussed corrections to the minutes.]

2 CHAIRPERSON HAMPLE:

3 Motion to approve the minutes as
4 amended.

5 MS. GATTY:

6 So moved.

7 DR. MIHELICIC:

8 Second?

9 CHAIRPERSON HAMPLE:

10 All those in favor? Any abstentions,
11 recusals?

12 [The motion carried unanimously.]

13 ***

14 [Lisa M. Burns, Acting Division Chief, Health
15 Licensing Division, Department of State, entered the
16 meeting at 10:08 a.m. during review of the minutes.]

17 ***

18 Appointment - Carolyn A. DeLaurentis, Esquire, Deputy
19 Chief Counsel, Prosecution Division Presentation

20 [Carolyn A. DeLaurentis, Esquire, Deputy Chief
21 Counsel, Prosecution Division, introduced herself and
22 provided a brief summary of her professional
23 background. Ms. DeLaurentis commended senior
24 prosecutors and attorneys.

25 Ms. DeLaurentis provided information for the

1 Pennsylvania State Board of Occupational Therapy
2 Education and Licensure for FY 2018-2019, noting that
3 74 cases were opened with 76 open cases as of July 1,
4 2019.

5 Ms. DeLaurentis noted 10 warning letters, 2
6 suspensions, and 1 probation were issued.

7 Ms. DeLaurentis stated the prosecution division,
8 in general, for FY 2018-2019 had 69 immediate
9 temporary suspensions. She noted 11,359 open cases as
10 of July 1, 2019. She reviewed the last fiscal year,
11 noting that 14,030 cases were opened, which was an
12 increase from 12,604 the prior year. She also noted
13 13,270 closed cases the last fiscal year.

14 Ms. DeLaurentis discussed the Office of General
15 Counsel's Mediation Program, which is available to
16 anyone who has a case pending at no cost to the
17 respondent or the Board. She stated the case
18 essentially goes before a neutral third-party attorney
19 to assist with reaching a resolution. She mentioned
20 that it had been successful thus far in a handful of
21 cases. She noted the consent agreement will note the
22 matter settled as a result of mediation.

23 Ms. DeLaurentis addressed the Pennsylvania
24 Justice Network (JNET) system ran by Governor Wolf's
25 Office of Administration, which is a criminal justice

1 databank for the Commonwealth. She commented that the
2 department licenses over 1 million licensees and now
3 has the ability to receive alerts on all licensees.
4 She noted the increase in cases to be due to the
5 Pennsylvania Licensing System (PALS) and JNET and
6 provided the website pals.pa.gov for anyone who would
7 need to file a complaint.

8 Ms. Gatty questioned how peer professionals
9 compare in terms of cases.

10 Mr. Jarabeck commented that occupational therapy
11 (OT) is very similar to speech-language pathology with
12 a limited amount in terms of numbers. He noted that
13 an influx of numbers comes from JNET as well as from
14 the audit with the failure to provide potential
15 malpractice information.

16 Mr. Jarabeck stated much time was spent reaching
17 out to people to find additional facts before moving
18 on cases, which causes the files to be open for a
19 longer period of time. He noted that PT has a few
20 more cases than what is seen for OT and speech.

21 Chairperson Hample mentioned that occupational
22 therapy's malpractice rules are a little different
23 than comparison license holders and questioned what
24 happens after an individual receives a letter.

25 Mr. Jarabeck explained that the OT Board has

1 disciplined an individual based on this issue, noting
2 that the Board had substantially more questions about
3 discipline on the failure to maintain malpractice than
4 on the actual crime and whether the Board was being
5 too harsh. He again mentioned that this was why it
6 was part of the process to dig through cases and
7 obtain additional information from individuals to make
8 a determination of what can be done.]

9

10 Report of Board Prosecution

11 [David Smith, Esquire, Board Prosecutor, presented the
12 Consent Agreement for File No. 19-67-000058.]

13

14 Report of Board/Regulatory Counsel

15 [Nicole L. VanOrder, Esquire, Board Counsel, noted
16 Board Counsel's report on matters 3 through 6 for
17 discussion during Executive Session.

18

19 Ms. VanOrder referred to the proposed annex for
20 16A-6712 regarding educational programs. She noted
21 prior discussion regarding the comments to delete the
22 section that refers to the specific fieldwork
23 requirement. She further explained that this is
24 language contained in the act, so deleting it from the
25 regulation may cause confusing and unnecessary
challenges during the regulatory review process.

1 Ms. VanOrder proposed taking the second exposure
2 draft and addressing the comments, wrapping that in
3 with the rulemaking for Act 41, and preparing
4 something to bring back for the next meeting.

5 Ms. VanOrder addressed Act 41, stating the Board
6 wanted the requirement to be the National Board for
7 Certification in Occupational Therapy (NBCOT). She
8 also mentioned prior discussion regarding the visa
9 requirement, informing the Board that additional
10 research showed that there are still a subset of
11 people who are not covered by visa requirement and
12 need to have a way to come in through Act 41.

13 Ms. VanOrder noted the prongs of the Act 41
14 analysis, including substantial equivalence and the
15 competency bucket. She explained that the substantial
16 equivalency prong compares the law, and the competency
17 evaluates the individual. She noted prior discussion
18 with the Board and additional research and
19 conversations with regulatory counsel and will provide
20 a draft at the next meeting with NBCOT in the
21 competency bucket and two of five years if that is the
22 direction of the Board.

23 Ms. VanOrder mentioned initial conversations with
24 regulatory counsel, where it was determined to be
25 inappropriate to require just one exam, but given such

1 a small subset of people and the particularities of
2 the exam, it was agreed to move forward with this
3 package with the additional research and understanding
4 with it in the competency bucket.

5 Ms. VanOrder also addressed a middle-ground
6 approach, which would give more wiggle room by having
7 a test or an equivalent exam as determined and
8 approved by the Board to be sufficient in other
9 country.

10 Dr. Baird mentioned movement within the
11 profession to think about NBCOT not always being the
12 only entry-level exam and concerns by the state to be
13 very careful about abrogating their responsibility as
14 a Board to a third party. She noted being in favor of
15 having the middle ground having Ms. VanOrder draft
16 that language.

17 Ms. VanOrder questioned whether the Board would
18 like to make a motion to have her draft language
19 consistent with conversations regarding Act 41 and the
20 educational annex.

21 Chairperson Hample noted her concerns regarding
22 combining the rules, especially the educational
23 package that the Board had been discussing for almost
24 a year.

25 Ms. VanOrder will obtain clarification regarding

1 the most expedient route for the educational
2 regulatory package and pursue that course in
3 accordance with the board's desires.

4 Ms. VanOrder mentioned another option would be
5 moving forward with the educational piece as published
6 as proposed with additional documentation prepared for
7 the next agenda for the Board's review. She will meet
8 with regulatory counsel to confirm the most
9 expeditious route for the educational piece, whether
10 combined or separate.

11 Ms. VanOrder referred to § 42.15(a)(2) regarding
12 an application for a temporary license, where it was
13 brought to her attention by Board administration and
14 the director of the Health Law division that there is
15 a portion of the regulation that does not make sense.
16 She pointed out the language was written at a time
17 when the test was given twice a year.

18 Ms. VanOrder stated the test can be taken daily
19 now and questioned whether it was the Board's
20 intention to only give them one more day to retake the
21 test where it says next scheduled date. She also
22 noted the reading of the language from information
23 received from NBCOT implied the next scheduled date
24 was the next day.

25 Chairperson Hample explained that individuals

1 have to wait 45 days for new eligibility following
2 failure. She stated once the individual receives new
3 eligibility that they have 90 days to sit within that
4 window. She mentioned that those who fail to sit
5 within that window would have to apply for new
6 eligibility.

7 Ms. Townley explained that there were many people
8 reaching out and questioning the language concerning
9 the next schedule date and the time requirements.

10 Chairperson Hample suggested that NBCOT may be a
11 good resource for those questions.]

12 ***

13 [K. Kalonji Johnson, Acting Commissioner, Bureau of
14 Professional and Occupational Affairs, entered the
15 meeting at 10:55 a.m.]

16 ***

17 [Ms. Townley commented that this came to light when
18 individuals had already taken and failed the exam
19 months ago and administration received notices that
20 their eligibility had expired.

21 Chairperson Hample commented that individuals
22 whose eligibility expired failed to sit, and those
23 with a temporary license had to reapply.

24 Ms. VanOrder asked the Board for a motion to
25 instruct her to draft Act 41 regulatory documents and

1 educational documents in accordance with discussions.]

2 ***

3 CHAIRPERSON HAMPLE:

4 Could I have a motion to ask Board
5 counsel to draft educational
6 requirements and Act 41 requirements as
7 we discussed?

8 MS. HISCHMANN:

9 So moved.

10 CHAIRPERSON HAMPLE:

11 Second?

12 MR. JOHNSON:

13 Second.

14 CHAIRPERSON HAMPLE:

15 All in favor?

16 [The motion carried unanimously.]

17 ***

18 [Nicole L. VanOrder, Esquire, Board Counsel, addressed
19 the Clean Slate requirements also on the agenda under
20 miscellaneous. She stated the Bureau of Professional
21 and Occupational Affairs (BPOA) was implementing an
22 internal process, which should prevent any criminal
23 record that was subject to sealing under the Clean
24 Slate Act from consideration from reviewing
25 applications with the goal that no crime subject to

1 limited access under the Clean Slate Act makes it
2 through to Board members for review of an application.

3 Acting Commissioner Johnson commented that the
4 Board will never see expungable information because it
5 would be treated as if it never existed. He addressed
6 individuals living and practicing in other states,
7 noting that their submission to a Federal Bureau of
8 Investigation (FBI) check in lieu of individual state
9 checks. He also noted that just because a low-level
10 conviction was expunged does not mean it goes away
11 from the FBI's criminal records name check (CRNC).

12 Acting Commissioner Johnson mentioned that Clean
13 Slate only applies to Pennsylvania convictions, and
14 the individuals who have had a record expunged in
15 another state should submit that state's criminal
16 history versus the FBI check.

17 Chairperson Hample stated the American
18 Occupational Therapy Association was actively moving
19 toward a compact and FBI fingerprinting will have to
20 be in all of the participating states.

21 Acting Commissioner Johnson mentioned that no one
22 has really addressed the issue of Clean Slate
23 legislation because Pennsylvania was not the only
24 state that is engaging in Clean Slate, and the
25 Department of Justice's policy on what they will

1 accept has been very clear from the start.

2 Acting Commissioner Johnson noted the need for
3 discussion regarding how the information is reviewed
4 at the federated level, where many of these compacts
5 exist and the organizations that administer these
6 compacts.

7 Acting Commissioner Johnson addressed
8 fingerprinting in Pennsylvania. He mentioned that
9 state legislature had not essentially enacted
10 legislation that would provide FBI fingerprinting as a
11 means of identification or for the purpose of criminal
12 history checks. He noted when fingerprints are pulled
13 from the federal National Crime Information Center
14 (NCIC) checks, it is the non-fingerprint version. He
15 noted that the Department of Justice has been very
16 vocal about in recent years, stating that it should
17 not qualify as a criminal history background check.
18 He stated the department has lobbied the legislature
19 on many occasions about authorizing that legislation.
20 Hopefully in 2020, the issue will be introduced.

21 Acting Commissioner Johnson stated the
22 associations that run the compacts are considered
23 private entities and are not states, so there is that
24 hurdle where the DOJ through a policy statement has
25 said they do not view non-fingerprint NCIC checks as

1 valid and will brought up to the legislature once
2 again in January.]

3 ***

4 Report of Acting Commissioner

5 [K. Kalonji Johnson, Acting Commissioner, Bureau of
6 Professional and Occupational Affairs, praised Board
7 Counsel and Board administration for their work
8 throughout the year.

9 Acting Commissioner Johnson addressed
10 improvements to the phone customer service option,
11 where callers now have the ability to leave
12 voicemails. He also noted expanding the self-help
13 functionality in the first quarter of 2020.

14 Acting Commissioner Johnson stated occupational
15 therapy is scheduled to have their navigator page up
16 the second quarter of 2020. He explained the
17 navigator as a retooling of the website to provide a
18 more user-intuitive experience for folks and provide
19 FAQs and tips on how to move through the process
20 easier.

21 Acting Commissioner Johnson noted improvements by
22 breaking down the application process into three
23 phases with the hope of solving problems on the front
24 end that results in people calling and asking
25 questions that could have been answered earlier with a

1 little more education.]

2

3 Report of Board Chairperson

4 [Kerri L. Hample, OTD, OTR/L, Chairperson, addressed
5 her attendance at the Pennsylvania Occupational
6 Therapy Association Conference. She mentioned having
7 the opportunity to converse with many license holders
8 and students, noting camaraderie among occupational
9 therapists. She noted discussion and concerns
10 regarding the upcoming changes with reimbursement.

11 Chairperson Hample mentioned concern regarding
12 behavioral specialist licensure. She also mentioned
13 that some of the changes athletic trainers want to
14 make and language they are proposing is not helpful to
15 occupational therapy. She stated the Pennsylvania
16 Occupational Therapy Association has their lawyers and
17 lobbyists examining that. She mentioned the
18 importance clarifying the scope of practice. She
19 noted there is a good collaboration between the
20 professional association and the Board while
21 maintaining their own separate identities and
22 responsibilities.

23 Acting Commissioner Johnson encouraged the
24 association to reach out to the cosponsors of those
25 bills to educate and inform them of not just impacts

1 but also to scopes of practice. He discussed applied
2 behavior analyst legislation, noting the submission of
3 a summarized application to the department that had
4 been communicated to the Governor's Office.

5 Acting Commissioner Johnson stated there was a
6 multi-prong test when reviewing applications for
7 licensure, and it was his understanding that the
8 legislation was still in committee. He noted that the
9 department does not get asked questions until the
10 legislation had gotten to the point where it was ready
11 to move out of the committee, and the association
12 could discuss the matter with its members.

13 Dr. Baird addressed her presentation at the
14 conference regarding ethics. She mentioned giving
15 license holders exemplars about modern-day ethics and
16 demonstrating navigation through the website. She
17 noted discussing the Pennsylvania Licensing System
18 (PALS) and reporting to a colleague or employer. She
19 commented that some individuals requested a copy of
20 the presentation afterwards.

21 Chairperson Hample mentioned some people were
22 shocked to hear the whole idea of moral character
23 being important when people heard about JNET.

24 Acting Commissioner Johnson stated the threat of
25 action was a deterrent. He noted Senate Bill 637,

1 which would update the criminal history record
2 information to make very clear guidelines about what
3 can and cannot be used when determining suitability
4 for licensure among other things.

5 Chairperson Hample noted the American
6 Occupational Therapy Association (AOTA) Conference is
7 in March.]

8 ***

9 CHAIRPERSON HAMPLE:

10 Could we have a motion to have
11 conference fees covered for Joanne and
12 Christine to represent us at the
13 American OT Association Conference?

14 MR. JOHNSON:

15 So moved.

16 CHAIRPERSON HAMPLE:

17 Second?

18 DR. MIHELICIC:

19 Second.

20 CHAIRPERSON HAMPLE:

21 All those in favor?

22 [The motion carried unanimously.]

23 ***

24 [The Board discussed Ms. Custer, noting that she was
25 practicing and had fulfilled all of the obligations to

1 have an active license.]

2

3 Report of Acting Board Administrator

4 [Kerri L. Hample, OTD, OTR/L, Chairperson, welcomed
5 Acting Board Administrator Christina Townley. She
6 noted Dr. Baird and Ms. Hischmann needed to submit
7 information to Ms. Townley to attend the American
8 Occupational Therapy Association (AOTA) Conference in
9 March.

10 Dr. Baird questioned whether correspondence could
11 be directed to business email rather than state email.

12 Chairperson Hample expressed concern regarding
13 the state email account through Outlook.

14 Acting Commissioner Johnson addressed general
15 connectivity issues. He mentioned the transition of
16 Board members from full office suite applications to
17 the email application. He stated the multifactor
18 authentication (MFA) security is a Commonwealth-wide
19 protocol.

20 Acting Commissioner Johnson offered to have
21 information technology (IT) review the process to set
22 up the MFA protocol to ensure Outlook kiosk had been
23 properly initialized. He stated anything that goes
24 through personal servers or personal email addresses
25 was subject to the Right-to-Know Law because it was

1 for state business. He noted personal emails can be
2 utilized as long as it was not discussing Board
3 business.

4 Acting Commissioner Johnson addressed password
5 resets and suggested changing passwords frequently.

6 Ms. Hischmann questioned whether there is the
7 possibility of teleconferences any time in the near
8 future.

9 Acting Commissioner Johnson noted teleconferences
10 to be a cost and procurement issue, where it was
11 necessary to have reliable streaming capabilities. He
12 also noted the need for discussion in terms of legal
13 ramifications of doing this remotely as opposed to
14 what the practice acts say where individuals have to
15 be present and the quorum requirement.]

16 ***

17 [The Board recessed from 11:45 a.m. until 11:59 a.m.]

18 ***

19 [Pursuant to Section 708(a)(5) of the Sunshine Act, at
20 12:00 p.m. the Board entered into Executive Session
21 with Nicole L. VanOrder, Esquire, Board Counsel, to
22 have attorney-client consultations and for the purpose
23 of conducting quasi-judicial deliberations. The Board
24 returned to open session at 12:53 p.m.]

25 ***

1 MOTIONS

2 MS. VANORDER:

3 Pursuant to Section 708(a)(5) of the
4 Sunshine Act, the Board entered into
5 executive session with Board counsel to
6 have attorney-client consultations and
7 for the purpose of conducting
8 quasi-judicial deliberations regarding
9 items 3 through 6 on the agenda.

10 DR. BAIRD:

11 I move that the Board adopt and issue as
12 its final determination the proposed
13 Adjudication and Order issued by the
14 hearing examiner and that Board counsel
15 draft and issue an order to that effect
16 in the following matters: Commonwealth
17 of Pennsylvania Bureau of Professional
18 and Occupational Affairs vs. Tara Marie
19 Dunning, COTA, Case No. 17-67-05113.

20 CHAIRPERSON HAMPLE:

21 Could I have a second?

22 MS. HISCHMANN:

23 Second.

24 CHAIRPERSON HAMPLE:

25 All in favor?

1 [The motion carried unanimously.]

2 ***

3 MS. HISCHMANN:

4 I move that the Board grant the motion
5 to Enter Default and Deem Facts Admitted
6 and that Board counsel draft an
7 Adjudication and Order in accordance
8 with the Board's discussion in executive
9 session in the following matter:

10 Commonwealth of Pennsylvania Bureau of
11 Professional and Occupational Affairs
12 vs. Patrick David Hogue, COTA/L, File
13 No. 19-67-009461.

14 CHAIRPERSON HAMPLE:

15 Could I have a second?

16 DR. MIHELICIC:

17 Second.

18 CHAIRPERSON HAMPLE:

19 All in favor?

20 [The motion carried unanimously.]

21 ***

22 DR. BAIRD:

23 I move that Board counsel prepare an
24 Adjudication and Order consistent with
25 the Board's discussion in executive

1 session and that the Board grant the
2 Motion to Enter Default and Deem Facts
3 Admitted and that Board counsel draft an
4 Adjudication and Order in accordance
5 with the Board's discussions in
6 executive session in the following
7 matter: Commonwealth of Pennsylvania
8 Bureau of Professional and Occupational
9 Affairs vs. Shane K. Thomas, OTA, Case
10 19-67-006483.

11 CHAIRPERSON HAMPLE:

12 Could I have a second?

13 MS. HISCHMANN:

14 Second.

15 CHAIRPERSON HAMPLE:

16 All in favor?

17 [The motion carried unanimously.]

18 ***

19 MS. HISCHMANN:

20 I move to adopt the Consent Agreement
21 and Order negotiated by the Commonwealth
22 prosecuting attorney in settlement of
23 the following matter: Commonwealth of
24 Pennsylvania Bureau of Professional and
25 Occupational Affairs vs. File No. 19-67-

1 000058.

2 CHAIRPERSON HAMPLE:

3 Second?

4 MS. GATTY:

5 Second.

6 CHAIRPERSON HAMPLE:

7 All in favor?

8 [The motion carried unanimously. The Respondent's
9 name is Laura Mary Marton, OTR/L.]

10 ***

11 [Christine L. Hischmann, MS, OTR/L, FAOTA, questioned
12 whether there was anyone to take her position on the
13 Board.

14 Chairperson Hample commented that there were
15 people who had expressed interest and names had been
16 submitted, but the climate was not favorable for
17 replacing people.]

18 ***

19 [The Board canceled the next scheduled meeting date on
20 March 5, 2020. The Board discussed proposed dates,
21 including March 10 and March 11, 2020. Ms. Townley
22 will notify members via email.]

23 ***

24 Adjournment

25 CHAIRPERSON HAMPLE:

1 Motion to adjourn.

2 MS. HISCHMANN:

3 So moved.

4 [There was no second to the motion.]

5 ***

6 [There being no further business, the State Board of
7 Occupational Therapy Education and Licensure Meeting
8 adjourned at 1:05 p.m.]

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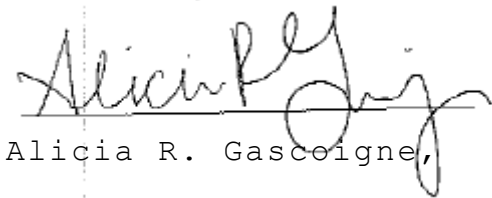
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CERTIFICATE

I hereby certify that the foregoing summary minutes of the State Board of Occupational Therapy Licensure and Education Meeting, was reduced to writing by me or under my supervision, and that the minutes accurately summarize the substance of the State Board of Occupational Therapy Licensure and Education Meeting.



Alicia R. Gascoigne,
Minute Clerk

Sargent's Court Reporting
Service, Inc.

STATE BOARD OF OCCUPATIONAL THERAPY
EDUCATION AND LICENSURE
REFERENCE INDEX

December 5, 2019

	TIME	AGENDA
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9		
10	10:04	Official Call to Order
11		
12	10:04	Introduction of Board Members, Staff, and Audience Members
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14		
15	10:12	Approval of Minutes
16		
17	10:13	Appointment - Carolyn A. DeLaurentis, Deputy Chief Counsel, Prosecution Division Presentation
18		
19		
20		
21	10:30	Report of Board Prosecution
22		
23	10:31	Report of Board/Regulatory Counsel
24		
25	11:08	Report of Acting Commissioner
26		
27	11:13	Report of Board Chairperson
28		
29	11:27	Report of Acting Board Administrator
30		
31	11:45	Recess
32	11:59	Return to Open Session
33		
34	12:00	Executive Session
35	12:53	Return to Open Session
36		
37	12:53	Motions
38		
39	1:05	Adjournment
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