



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF HEALTH PROFESSIONS  
RAE RAMSDELL  
DIRECTOR

STEVEN H. HILFINGER  
DIRECTOR

## MICHIGAN BOARD OF OCCUPATIONAL THERAPISTS NOVEMBER 15, 2011

### APPROVED MINUTES

In accordance with the Open Meetings Act, 1976, PA 267, as amended, the Michigan Board of Occupational Therapists met in regular session on November 15, 2011 at the Ottawa Building, 611 West Ottawa Street, Upper Level Conference Center, Conference Room 4, Lansing, Michigan.

### **CALL TO ORDER**

Diane Andert, OTR, Chairperson, called the meeting to order at 10:07 a.m.

### **ROLL CALL**

**Members Present:** Diane Andert, OTR, Chairperson  
Christie Clipper, Public Member  
John Miller, Public Member  
Susan Robosan-Burt, OTR  
Grace Smith, Public Member

**Members Absent:** Gerry Conti, PhD, OTR  
LoRon Polk, Public Member  
William Sisco, OTR, Vice Chairperson

**Staff Present:** Christine Hanson, Board Secretary, Health Regulatory Division  
Norene Lind, Policy Manager, Health Regulatory Division  
Kelly Hugh, Policy Analyst, Health Regulatory Division

**Others Present:** Carol Holmes, PC  
Amy Drenth  
Kristen Frohriep

## **APPROVAL OF MINUTES**

*MOTION* by Robosan-Burt, seconded by Smith, to approve the minutes of the February 15, 2011 meeting with the following correction:

Under **Elections of Officers**, Robosan-Burt was nominated for Vice-Chairperson.

*MOTION PREVAILED*

## **APPROVAL OF AGENDA**

*MOTION* by Robosan-Burt, seconded by Smith, to approve the agenda as presented.

*MOTION PREVAILED*

## **OLD BUSINESS**

### **Status of Administrative Rules**

Lind introduced new staff member Kelly Hugh, Policy Analyst to the Board. Lind advised that the regulatory impact statement has been prepared and will be submitted to the Policy Office for review and approval. Lind provided an overview of the administrative rule process. She stated that the public hearing will likely be scheduled in the spring. Discussion amongst the Board as staff was held regarding the administrative rule process.

### **DEPARTMENT UPDATE**

Lind advised that Ramsdell has been appointed to the Occupational Licensing Advisory Rules Committee to review duplicative, obsolete and unnecessary or unduly restrictive occupational licensing rules that are not conducive to business growth and job creation. This committee will provide a final report to the Governor in December.

Robosan-Burt suggested the Board review and update the FAQ's on the web site regarding administrative rule update as it relates to scope of practice. She asked that this be placed on the February agenda.

## ***NEW BUSINESS***

### **Chairperson's Report**

Andert reported that she attended the Michigan Occupational Association State Conference held at Mackinaw Island October 14-16, 2011. She stated that emphasis on adherence to the rules was discussed.

## ***PUBLIC COMMENT***

None

## ***ANNOUNCEMENTS***

The next regularly scheduled meeting will be held February 28, 2012 at 10:00 a.m. at the Ottawa Building, 611 West Ottawa Street, Upper Level Conference Center, Conference Room 3, Lansing, Michigan.

## ***ADJOURNMENT***

*MOTION* by Smith, seconded by Robosan-Burt, to adjourn the meeting at 10:28 a.m.

*Diane Andert*  
Diane Andert, OTR, Chairperson

2.28.12  
Date Minutes Approved

*Christine Hanson*  
Christine Hanson, Board Secretary

November 23, 2011  
Date Minutes Prepared