



# State of Idaho

## Division of Occupational and Professional Licenses State Occupational Therapy Licensure Board

**BRAD LITTLE**  
Governor  
**RUSSELL BARRON**  
Administrator

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### Board Meeting Minutes of 04/03/2025

<b>Board</b>	Farrell Lindley-Kessler, OT-Chair	<b>Division</b>	Tabitha Edwards, Executive Officer
<b>Members</b>	Kylee Permann, OTD	<b>Staff:</b>	Russ Spencer, General Counsel
<b>Present:</b>	Heather Corder, OTA		Berk Fraser, Chief Investigator
			Pam Rebolo, Board Support Supervisor
<b>Board</b>	Chad Hilmo, OT	<b>Others</b>	Reid Peterson, Prosecutor
<b>Members</b>	Cari Moodie, Public Member	<b>Present:</b>	
<b>Absent:</b>			

The meeting was called to order at 9:00 AM by Farrell Lindley-Kessler.

#### Approval of Minutes

A motion was made and seconded to approve the 07/26/2024 minutes. Motion carried.

#### DIVISION BUSINESS

**Board Training – Respectful Workplace:** The Board watched a video presentation from the Idaho Department of Human Resources.

**2025 Legislative Update:** Ms. Edwards presented the legislative update for HP14 regarding Code Cleanup.

**Financial Update:** Ms. Edwards presented the Board's quarterly financial report which indicated that the Board had a cash balance of \$15,044.16 as of 01/30/2025.

**Adoption of Renewal Cycle:** Ms. Edwards explained that all licensure renewals under the Division of Occupational and Professional Licenses will change to a biennial renewal cycle, with an expiration date at the licensee's birth date. This will allow for consistency in renewal cycles throughout the Division. Ms. Edwards stated that the Occupational Therapy Licensure Board will not be a part of Phase 1 but is expected to implement the renewal cycle in the future and will keep the Board updated.

#### BOARD BUSINESS

**Board Appointments:** Ms. Edwards reviewed the term limits for board members and requested assistance in recruiting new board members.

#### EXECUTIVE SESSION

A motion was made and seconded to enter Executive Session pursuant to Idaho Code § 74-206(1)(d) to consider investigative and disciplinary records related to a licensee's ability to retain

a license, which is exempt from public disclosure. The vote was: Farrell Lindley-Kessler, aye; Kylee Permann, aye; Heather Corder, aye. The motion carried unanimously.

A motion was made and seconded to exit executive session. The motion carried unanimously.

**Discipline**

A Motion was made and seconded to enter in an Agreement in Lieu of Discipline in case number 1381554. Motion carried.

The Board authorized the Board's prosecutor to file an administrative complaint should any of the negotiations expire or be rejected.

**Adjourn**

There being no further business, the meeting was adjourned at 10:30 AM.

The next meeting is on 07/10/2025.