



BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR  
**CALIFORNIA BOARD OF OCCUPATIONAL THERAPY**  
1610 Arden Way, Suite 121, Sacramento, CA 95815  
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## **TELECONFERENCE BOARD MEETING NOTICE & AGENDA**

**\*\* AMENDED \*\***  
**(WEBEX LINK UPDATED)**

**December 13, 2023**

**A physical meeting location is not being provided pursuant to the provisions of Government Code section 11133.**

**IMPORTANT NOTICE TO THE PUBLIC:** The California Board of Occupational Therapy will hold a public meeting via WebEx, a teleconference platform.

**INSTRUCTIONS FOR PARTICIPATION:** Please see the instructions to observe and participate in the meeting using WebEx from a Microsoft Windows-based PC.

Members of the public may but are not obligated to provide their names or personal information as a condition of observing or participating in the meeting. When signing into the WebEx platform, participants may be asked for their name and email address. Participants who choose not to provide their names will be required to provide a unique identifier such as their initials or another alternative, so that the meeting moderator can identify individuals who wish to make public comment; participants who choose not to provide their email address may utilize a fictitious email address in the following sample format: [XXXXXX@mail.com](mailto:XXXXXX@mail.com).

**To participate or observe the meeting on December 13, 2023, please log on to this website:**

<https://dca-meetings.webex.com/dca-meetings/j.php?MTID=mcb051b8b660a1eece606c27692bdf6fd>

Event Number: **2494 131 6815**, followed by the Password: **CBOT122023**

If joining by mobile device or phone, call **415-655-0001** (US toll)

Enter access code/meeting number: **2494 131 6815**, followed by **#**

Due to potential technical difficulties, please consider submitting written comments to [cbot@dca.ca.gov](mailto:cbot@dca.ca.gov) no later than December 5, 2022, for consideration by the Board during Public Comment Session for items not on the agenda.

Public comments may be limited, in the discretion of the Board, as circumstances require. In the event that public comment is limited, members of the public will not be permitted to “yield” their allotted time to other members of the public to make comments.

## **Wednesday, December 13, 2023**

### **12:00 pm - Board Meeting**

*The public may provide comment on any issue before the Board at the time the agenda item is discussed. If public comment is not specifically requested, members of the public should feel free to request an opportunity to comment.*

1. Call to order, roll call, establishment of a quorum.
2. President's Remarks – Informational only; no Board Action to be taken.
3. Board Member Remarks – Informational only; no Board Action to be taken.
4. Public Comment for Items Not on the Agenda.  
*Please note: The Board may not discuss or take action on this agenda item except to decide whether to place the matter on the agenda of a future meeting. [Government Code Sections 11125 and 11125.7(a)]*
5. Board President to announce Committee appointments.
6. Discussion and possible action on format of Board meetings held in 2024 (e.g., in-person, WebEx, hybrid).
7. Election of 2024 Board officers.

### **CONVENE CLOSED SESSION**

The Board will meet in closed session pursuant to Government Code Section 11126(c)(3) to deliberate and vote on disciplinary matters.

### **RECONVENE IN OPEN SESSION**

#### **Meeting adjournment.**

The meeting may be cancelled without notice. For verification, please check the Board's website at [www.bot.ca.gov](http://www.bot.ca.gov) or call 916-263-2294 to verify meeting details.

In the event a quorum of the Board is unable to attend the meeting, or the Board is unable to maintain a quorum once the meeting is called to order, the Board president may, at his or her discretion, allow the remaining members to discuss items from the agenda and to make recommendations to the full board at a future meeting.

Opportunity for public comment is provided for each open agenda item. The Board President may apportion available time among those who wish to provide comment.

Public comments may be limited, in the discretion of the Board, as circumstances require. In the event that public comment is limited; members of the public will not be permitted to “yield” their allotted time to other members of the public to make comments.

The meeting is accessible to the physically disabled. A person who needs disability-related accommodations or modifications in order to participate in the meeting shall make a request to Rachael Hutchison at (916) 263-2294, by sending an email to [cbot@dca.ca.gov](mailto:cbot@dca.ca.gov), or by mailing a written request to 1610 Arden Way, Suite 121, Sacramento, CA 95815.

Providing at least five working days’ notice before the meeting will help ensure the availability of accommodations or modifications.

For further information on this meeting and agenda, contact Rachael Hutchison at (916) 263-2294 or submit a written request to [cbot@dca.ca.gov](mailto:cbot@dca.ca.gov) or by mailing a request to 1610 Arden Way, Suite 121, Sacramento, CA 95815.

This agenda as well as Board meeting materials and meeting minutes can be found at the Board’s website at [www.bot.ca.gov](http://www.bot.ca.gov).