



## **BOARD MEETING MINUTES**

**January 24, 2025**

**Department of Consumer Affairs**

**Ruby Room**

**1747 North Market Blvd.**

**Sacramento, CA 95834**

### **Board Members Present**

Beata Morcos – Board President  
Christine Wietlisbach – Board Vice President  
Richard Bookwalter – Board Secretary  
Lynna Do

### **Board Staff**

Marc Mason – Executive Officer  
Rachel Hutchinson - Manager  
Jody Quesada-Novey - Manager  
Austin Porter – Analyst  
Helen Geoffroy – Board Attorney

### **Board Members Absent**

Hector Cabrera

**Friday, January 24, 2025**

**10:00 am – Board Meeting**

1. Call to order, roll call, establishment of a quorum.

The meeting was called to order at 10:00 a.m., roll was called by Board Secretary Richard Bookwalter and a quorum was established.

2. President's Remarks – Informational only; no Board Action to be taken.

Board President Beata Morcos welcomed all present for the first CA Board of Occupational Therapy (Board) meeting of 2025. She thanked the Board and Board staff for their support and asked for a moment of silence to acknowledge the devastating fires in Southern California.

President Morcos welcomed newly appointed Executive Officer Marc Mason and expressed her excitement to welcome him to the team.

Executive Officer Marc Mason stated that he was happy to work for the Board, glad for the staff at the Board and looked forward to the future.

Vice President Christine Wietlisbach welcomed Ms. Morcos as the new Board President and thanked her for the hours of hard work she contributed during her first few weeks in office.

Secretary Richard Bookwalter welcomed the 2025 Board leadership team and committed his support through the transition.

Lynna Do stated her appreciation for the Board and Board staff.

3. Public Comment for Items Not on the Agenda.

There was no public comment.

4. **STRATEGIC PLANNING SESSION**

A. Strategic Planning Overview – Department of Consumer Affairs, SOLID Training and Planning Solutions.

1. Introduction and Strategic Plan Overview
2. Strengths, Weaknesses, Opportunities, and Threats Analysis
3. Environmental Scan Review

B. Development of Strategic Objectives

C. Overview of Process for Finalizing Strategic Plan for Adoption by the Board

D. Recommendations for Agenda Items for Future Board Meetings. Note: The Board May Not Discuss or Take Action on Any Matter Raised During This Public Comment Section, Except to Decide Whether to Place the Matter on the Agenda of a Future Meeting [Government Code Sections 11125 and 11125.7(a)]

Trisha St. Clair, Strategic Planner and Elizabeth Coronel, Planning Manager, with the Department of Consumer Affairs' Solid group, introduced themselves. Ms. St. Clair and Ms. Coronel advised the Board members and Board staff of the planning session guidelines and expectations. Ms. St. Clair and Ms. Coronel guided the Board members and staff through the review of the Environmental Scan responses from stakeholders that correlated with the goal areas that would be discussed and addressed with an eye toward solving.

The goal areas were:

1. Licensing
2. Enforcement
3. Outreach and Communication
4. Laws and Regulations
5. Organization and Administration Effectiveness

**CLOSED SESSION**

The Board convened in Closed Session at approximately 3:00 p.m.

**ADJOURNMENT**

The Board re-convened in Open Session in order to immediately adjourn the meeting at approximately 3:30 p.m.