



BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR
CALIFORNIA BOARD OF OCCUPATIONAL THERAPY
1610 Arden Way, Suite 121, Sacramento, CA 95815
P (916) 263-2294 | cbot@dca.ca.gov | www.bot.ca.gov



TELECONFERENCE BOARD MEETING NOTICE & AGENDA

February 14, 2025

12:45 p.m. – 2:00 p.m. or upon the conclusion of business

**A physical meeting location will be provided pursuant to
the provisions of Government Code section 11123.5(b) and (f).**

CA Board of Occupational Therapy
1610 Arden Way, Suite 121
Sacramento, CA 95815

Peninsula Center Library
Conference Room
701 Silver Spur Road
Rolling Hills Estates, CA 9027

Desert Orthopedic Center, Hand Therapy Dept. 1st floor
Eisenhower Medical Center
39000 Bob Hope Drive
Rancho Mirage, CA 92270

Lan Do & Associates, LLC
2171 Harbor Bay Parkway
Alameda, CA 94502

Kaiser Permanente
4131 Geary Boulevard, Fourth Floor, Room 429
San Francisco, CA 94118

IMPORTANT NOTICE TO THE PUBLIC: The California Board of Occupational Therapy (Board) 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: XXXXX@mail.com.

To participate or observe the meeting on February 14, 2025, use the link below to log on:

<https://dca-meetings.webex.com/dca-meetings/j.php?MTID=mfd6d0b128cee24d8f4e2bda6a8085095>

Event Number: 2498 499 5533, followed by the Password: **pdJutt8HW37**

If joining by mobile device or phone, call **415-655-0001** (US toll)
Enter access code/meeting number: 2498 499 5533, followed by #

Due to potential technical difficulties, please consider submitting written comments to cbot@dca.ca.gov no later than February 10, 2025, 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.

IMPORTANT NOTICE TO THE PUBLIC

All times indicated, other than those identified as “time certain,” are approximate and subject to change. Action may be taken on any item on the agenda. Agenda items may be discussed, and action taken out of order at the discretion of the Board President for convenience, to accommodate speakers, or to maintain a quorum. The meeting may be canceled without notice. For verification of the meeting, access the Board’s website at bot.ca.gov. or call (916) 263-2294.

Friday, February 14, 2025

12:45 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. Executive Officer Recruitment and Selection Process
 - a. Presentation from DCA, Office of Human Resources on Executive Officer Recruitment and Selection Process.
 - b. Discussion and Possible Action on Process for Recruitment and Selection of an Executive Officer.
 - c. Review and Possible Action on Revised Executive Officer Duty Statement and Recruitment Announcement.
 - d. Discussion and Possible Action on Appointment of an Executive Officer Search Committee.

CONVENE CLOSED SESSION

The Board will meet in closed session pursuant to Government Code Section 11126(a)(1) to consider the employment and/or appointment of an Interim Executive Officer.

RECONVENE IN OPEN SESSION

The Board will adjourn for the day immediately following the conclusion of the Closed Session.

Meeting adjournment.

**There will be no other items of business discussed
or transacted by the Board.**

Discussion and action may be taken on any item listed on the agenda.

Public comments will be taken on agenda items at the time the item is heard. Discussion and action may be taken on any item listed on the agenda. Agenda items may be taken out of order for convenience, to accommodate speakers, or to maintain a quorum.

The Board may discuss agenda items in any order on each day, unless noticed as "time certain." Agenda Items may be taken out of order or tabled or held over to a subsequent meeting for convenience, to accommodate speakers, or to maintain a quorum.

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.

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

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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 Karina Clark at (916) 263-2294, by sending an email to 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 Karina Clark at (916) 263-2294 or submit a written request to 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.