

**North Carolina Board of Recreational Therapy Licensure
Board Meeting
Date: December 27, 2017
Conference Call**

Present: Becky Garrett, ED; Suzanne Thompson, Chair; John Aguilar, MD; Judy Kinney; Doretha Maxwell; Joan Sutton; Tracy Warren; Rhonda Walton
Absent: Michael Atkins

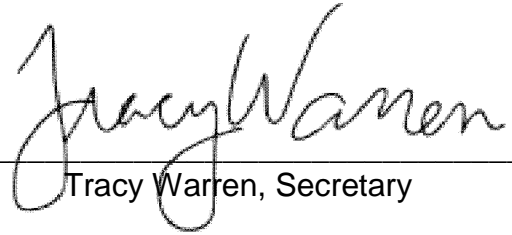
Topic	Action	Responsible Person	Status	Follow-Up
I. Call To Order	Meeting called to order at 8:34 AM	Suzanne Thompson	Meeting continued with Judy Kinney presiding due to Suzanne's illness	
II. Establish Quorum	Quorum established.	Judy Kinney		
III. Minutes Approval	Minutes of October 29, 2017 Doretha Maxwell – motion to approve Joan Sutton – 2 nd	BOD	Approved	
IV. Recusals	Judy Kinney Purdy, Nicholas, UNCG	Judy Kinney		
V. Review	LRT Ferguson, Shannon, George Mason Tracy Warren – Motion to approve pending receipt of photo Doretha Maxwell – 2 nd Purdy, Nicholas, UNCG Hammond, Makayla, WCU Kinlaw, Caressa, WCU	BOD	Approved	

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	<p>Doretha Maxwell – Motion to approve Tracy Warren – 2nd</p> <p>INACTIVE REQUESTS Allen, Fiona – Out of state Judy Kinney - recusal Joan Sutton – Motion to approve Doretha Maxwell – 2nd</p>	<p>BOD</p> <p>BOD</p>	<p>Approved w/recusals</p> <p>Approved</p>	
VI. ED Report	<p>Operations manual overview and discussion of possible changes will be on the agenda for our face-to-face meeting in January.</p> <p>Case #10-02-17 regarding the practice of wheelchair transport procedures was discussed. The reporting was not timely due to licensee's lack of understanding of NCBRTL reporting requirements and the facility's not considering the procedure as being abusive.</p> <p>Doretha Maxwell – motion for LRT to attend C&E training in February and the facility receiving a letter of safety education Judy Kinney – 2nd</p> <p>Letters of notification sent KK for using CTRS without certification. Evidence exists that he has stopped. DS for using LRT without internship. Evidence exists that she has stopped and</p>	<p>Becky Garrett</p> <p>BOD</p>	<p>Approved</p>	

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	<p>is not practicing. Neither can be disciplined since they are not licensed, but each has been placed on a watch list for future reference.</p> <p>Finances were discussed with the recent insurance payment being paid slightly affecting the bottom line each month.</p> <p>The website update will include the Public Notice Statement when it is required to be posted.</p> <p>Data:</p> <p>LRT – 890 LRTA – 45 Inactive RT – 26</p>			
VII. Next regularly scheduled board meeting	<p>January 31 @ 9:00 – 12:00 AM at Duke Regional Hospital 3643 Roxboro Rd Durham NC</p> <p>First level Classroom #4 (Take the main hospital elevators <i>down</i> to the 1st floor. Follow signs to Cafeteria and proceed to the back of the cafeteria. The First Level Classroom 4 is located on the left, at the end of the hallway.)</p>	Judy Kinney		
VIII. Adjournment	<p>Doretha Maxwell – Motion to adjourn at 9:16 AM Tracy Warren – 2nd</p>	BOD		

Respectfully submitted,

Suzanne Thompson, Chair



Tracy Warren, Secretary

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Approved