

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

F I N A L M I N U T E S

MEETING OF:

**STATE BOARD OF OCCUPATIONAL THERAPY
EDUCATION AND LICENSURE**

TIME: 10:33 A.M.

Held at

PENNSYLVANIA DEPARTMENT OF STATE

2525 North 7th Street

CoPA HUB, Eaton Conference Room

Harrisburg, Pennsylvania 17110

as well as

VIA MICROSOFT TEAMS

June 5, 2026

State Board of Occupational Therapy
Education and Licensure
June 5, 2026

BOARD MEMBERS:

Kerri L. Hample, OTD, OTR/L, Chairperson
Arion R. Claggett, Acting Commissioner, Bureau of
Professional and Occupational Affairs
Joanne M. Baird, Ph.D., OTR/L
Lisa Livingston, MS, OTR/L, SCDCM
Jena Shovlin, OTR/L, Vice Chairperson
Wendy E. Walsh, Ph.D., OTR/L, Secretary
Daniel Kline, Public Member

BUREAU PERSONNEL:

Sean C. Barrett, Esquire, Board Counsel
Addie Abelson, Esquire, Regulatory Counsel
Adrienne McClendon, Esquire, Board Prosecutor Liaison
Karl Geschwindt, Esquire, Senior Board Prosecutor
Paul Keller, Board Administrator
Emyline Breckenridge, Esquire, Board Prosecutor
Stephanie Dunkerley, Legal Analyst, Office of
General Counsel
Robert Beecher, Deputy Policy Director, Office of
Policy
Jesse Goldman, Legal Intern
Taylor Koch, Fiscal Chief, Bureau of Finance and
Procurement
Michael Howard, Fiscal Management Specialist, Bureau
of Finance and Procurement
Alexa Davies

ALSO PRESENT:

Jodi Schreiber, OTD, MS, OTR/L, C/NDT/ LSVT BIGT,
FAOTA, Associate Program Director, Associate
Professor, College of Health Sciences, Chatham
University
Melanie Brock, OTA, Academic Fieldwork Coordinator,
Lakawanna College, Vice-President, Pennsylvania
Occupational Therapy Association
Jeanne Coviello, OTD, MS, OTR/L, Associate Professor
of Instruction, Barnett College of Public Health,
Temple University, President, Pennsylvania
Occupational Therapy Association
Allison Walker, Sargent's Court Reporting Service,
Inc.

State Board of Occupational Therapy

Education and Licensure

June 5, 2026

[Pursuant to Section 708(a)(5) of the Sunshine Act, at 10:00 a.m. the Board entered into executive session with Sean C. Barrett, Esquire, Board Counsel, for the purpose of conducting quasi-judicial deliberations on a number of matters currently pending before the Board and to receive the advice of counsel. The Board returned to open session at 10:33 a.m.]

The regularly scheduled meeting of the State Board of Occupational Therapy Education and Licensure was held on Friday, June 5, 2026. Kerri L. Hample, OTD, OTR/L, Chairperson officially called the meeting to order at 10:33 a.m.

Approval of Agenda

CHAIR HAMPLE:

First item on our Agenda is to approve our Agenda, but we are going to make an amendment to that. If I could have a

1 motion to amend the Agenda.

2 MR. BARRETT:

3 Can you just specifically state what
4 the amendment will be as well?

5 CHAIR HAMPLE:

6 The amendment is to add the AOTA
7 conference in Boston in April of 2027
8 to the Agenda please.

9 DR. BAIRD:

10 I will make that motion. So moved.

11 MR. KELLER:

12 And can we get a second please?

13 MS. LIVINGSTON:

14 This is Lisa, I second.

15 MR. BARRETT:

16 And before we vote, can we just ask if
17 the public has any comment on that
18 amendment?

19 MR. KELLER:

20 I see no hands raised.

21 CHAIR HAMPLE:

22 Okay, so with no comment and a motion
23 and a second, I ask for a vote to amend
24 the Agenda.

25

1 Claggett, aye; Baird, aye; Kline, aye;
2 Livingston, aye; Walsh, aye; Shovlin,
3 aye; Hample, aye.

4 [The motion carried unanimously.]

5 ***

6 [Sean C. Barrett, Esquire, Board Counsel, noted the
7 Board entered into Executive Session at 10:00 a.m.
8 for the purpose of conducting quasi-judicial
9 deliberations on a number of matters that are
10 currently pending before the Board and to receive the
11 advice of counsel.

12 Mr. Barrett also noted the meeting was being
13 recorded, and those who continued to participate were
14 giving their consent to be recorded.]

15 ***

16 [Paul Keller, Board Administrator, began the meeting
17 with an introduction of Board members and attendees.
18 A quorum of Board members was present.]

19 ***

20 Approval of Minutes - February 26, 2026

21 CHAIR HAMPLE:

22 So now we're ready for the Minutes from
23 the February 26th meeting. Any
24 discussion?

25 [The Board discussed changes to the Minutes.]

1 CHAIR HAMPLE:

2 May I have a motion to approve the
3 Minutes as amended?

4 DR. BAIRD:

5 Joanne Baird, so moved.

6 MS. LIVINGSTON:

7 Lisa Livingston, second.

8

9 Claggett, aye; Baird, aye; Kline,
10 abstain; Livingston, abstain; Walsh,
11 aye; Shovlin, aye; Hample, abstain.

12 [The motion carried. Mr. Kline, Ms. Livingston, and
13 Chair Hample abstained from voting on the matter.]

14 ***

15 Appointment - Annual Budget Presentation

16 [Michael Howard, Fiscal Management Specialist, Bureau
17 of Finance and Procurement (BFP), presented the
18 annual budget presentation starting with the six-year
19 history of licensee counts. He noted there had been
20 an overall increase of 3.3 percent for the current
21 biennial over the prior biennial. The occupational
22 therapist (OT) class went up 6.2 percent or 651
23 licensees while the occupational therapist assistant
24 (OTA) class decreased by 4.9 percent or 177
25 licensees. Regarding renewal fees, he noted the

1 Board renews in June of odd years. The fee for OTs
2 is \$55 and the fee for OTAs is \$45. The last fee
3 increase was in 1985.

4 Mr. Howard reviewed the Board's revenue. He noted
5 the total revenue for FY23/24 was about \$803,700 with
6 renewals and applications comprising about 95
7 percent. He added the projected increase in the
8 current biennial was due to the increase in
9 licensees.

10 Regarding expenditures, he noted the costs can be
11 charged to the Board in three different ways;
12 timesheet based, direct charges, and by licensee
13 population. He explained the budgeted FY24/25
14 expenses are projected to have an increase of about
15 \$470,000 over the FY22/23 biennial largely due to the
16 licensing modernization project.

17 In bringing the expenses and revenues together,
18 Mr. Howard explained the overall financial standing
19 of the Board has the expenses exceeding the revenues
20 starting in FY22 into FY23. Due to the continued
21 disparity, BFP would be recommending a fee increase.

22 Taylor Koch, Fiscal Chief, Bureau of Finance and
23 Procurement explained any time a board has two
24 consecutive biennia where the expenses exceed their
25 revenue, a fee increase is entertained. The fee

1 increase proposal will look at renewal and
2 application fees. He noted the fee increase process
3 takes two to two-and-a-half years, therefore the June
4 2027 fees will remain the current fees. The increase
5 will be targeted implementation in June 2029. With
6 the timeframe, Mr. Koch stated BFP will be returning
7 to the Board in October with a proposal at which time
8 conversations can be had to align with what makes
9 sense for the Board. He added BFP has worked with
10 other Boards to make adjustments based on their
11 suggestions.

12 Mr. Koch stated the Board had a good track record
13 with the last increase being in 1985. He explained
14 with the overall cost of the economy rising, BFP
15 wanted to do due diligence in terms of making sure
16 the Board is up to par with industry standards and
17 ensuring things are aligned to keep the Board from
18 continuously overspending the revenues. He
19 reiterated BFP would return in the fall with updated
20 numbers and a proposal.]

21 ***

22 Report of Regulatory Counsel - No Report

23 ***

24 Report of Board Counsel - Final Adjudication and
25 Order

1 MR. BARRETT:

2 So first is Item No. 3.

3 Based on Executive Session
4 deliberations, I believe the Board
5 Chair would entertain a motion to
6 approve the Final Adjudication and
7 Order for Amy Alcantara, Case No. 25-
8 67-008688.

9 CHAIR HAMPLE:

10 May I have a motion?

11 DR. BAIRD:

12 This is Joanne Baird, so moved.

13 MS. LIVINGSTON:

14 Lisa Livingston, second.

15
16 Claggett, aye; Baird, aye; Kline, aye;
17 Livingston, aye; Walsh, aye; Shovlin,
18 aye; Hample, aye.

19 [The motion carried unanimously.]

20 ***

21 Report of Board Counsel - Miscellaneous

22 [Sean C. Barrett, Esquire, Board Counsel, reported
23 the General Assembly returned so there might be
24 movement on HB 482, OT Compact, over the summer. He
25 made Ms. Abelson aware of the potential for needed

1 regulations. He will keep the Board updated on any
2 movement.]

3 ***

4 Report of Board Prosecution - No Report

5 ***

6 Report of Board Chairperson

7 CHAIR HAMPLE:

8 So the Pennsylvania Occupational
9 Therapy Conference is at Elizabethtown
10 College in the end of September,
11 September 25th. I would like a motion
12 to send two Members of this Board to
13 not only attend the conference, but to
14 also possibly present legislative
15 updates at the conference. So I'm
16 looking for a motion for two Members.

17 MS. BAIRD:

18 This is Joanne Baird, so moved.

19 MS. LIVINGSTON:

20 Lisa Livingston, second.

21

22 Claggett, aye; Baird, aye; Kline, aye;
23 Livingston, aye; Walsh, aye; Shovlin,
24 aye; Hample, aye.

25 [The motion carried unanimously.]

CHAIR HAMPLE:

The second item is the American Occupational Therapy Conference is in Boston April 8th to 10th in 2027. And it's always a good think to have our state represented there from a legislative perspective.

So we would like to have three Members represent the state at the American Occupational Therapy Conference in April in Boston. So I'm looking for a motion for three.

MS. BAIRD:

This is Joanne Baird, so moved.

MS. LIVINGSTON:

Lisa Livingston, second.

Claggett, aye; Baird, aye; Kline, aye; Livingston, aye; Walsh, aye; Shovlin, aye; Hample, aye.

[The motion carried unanimously.]

Report of Acting Commissioner - No Report

1 Report of Board Administrator - No Report

2 ***

3 Miscellaneous - Election of Officers

4 MR. BARRETT:

5 So are there any nominations for the
6 position of Chairperson of the Board?

7 DR. BAIRD:

8 I nominate Kerri Hample for the
9 position of the Chair of the Board.

10 MR. BARRETT:

11 Chair Hample, if elected to serve in
12 that capacity, do you wish to serve?

13 CHAIR HAMPLE:

14 Thank you, I will.

15 MR. BARRETT:

16 Are there any other nominations for
17 that position? Hearing none.

18 Based on the discussion, can we have
19 a vote to elect Kerri Hample as
20 Chairperson of the Board?

21

22 Claggett, aye; Baird, aye; Kline, aye;
23 Livingston, aye; Walsh, aye; Shovlin,
24 aye; Hample, aye.

25 [The motion carried unanimously.]

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MR. BARRETT:

Moving on to Vice Chair of the Board.
Are there any nominations for a Member
to serve as Vice Chair of the Board?

DR. BAIRD:

I would like to nominate Jena Shovlin
to serve as Vice Chair of the Board.

MR. BARRETT:

Vice Chair Shovlin, if you're still
elected, would you wish to serve in
that capacity?

MS. SHOVLIN:

Yes, I will.

MR. BARRETT:

Are there any other nominations for the
position of Vice Chair? Hearing none.

I believe we could have a vote for
the election of Jena Shovlin as Vice
Chair.

Claggett, aye; Baird, aye; Kline, aye;
Livingston, aye; Walsh, aye; Shovlin,
aye; Hample, aye.

1 [The motion carried unanimously.]

2 ***

3 MR. BARRETT:

4 And then moving on to Secretary. Are
5 there any nominations for a member to
6 serve as Secretary of the Board?

7 DR. BAIRD:

8 I nominate Wendy Walsh to serve as
9 Secretary of the Board.

10 MR. BARRETT:

11 Secretary Walsh, if elected, would you
12 wish to serve in that capacity?

13 DR. WALSH:

14 I will.

15 MR. BARRETT:

16 Are there any other nominations for the
17 position of Secretary of the Board?
18 Hearing none.

19 I believe we can have a vote for the
20 election of Wendy Walsh as Secretary of
21 the Board.

22
23 Claggett, aye; Baird, aye; Kline, aye;
24 Livingston, aye; Walsh, aye; Shovlin,
25 aye; Hample, aye.

1 [The motion carried unanimously.]

2 ***

3 Miscellaneous - Sunshine Act Presentations

4 [Sean C. Barrett, Esquire, Board Counsel, presented
5 the biannual Sunshine Act and Recusal Guidelines
6 Presentation. He summarized that the Sunshine Act
7 ensures transparency in government by requiring open
8 meetings for all official actions and deliberations
9 involving agency matters. Anytime a quorum of Board
10 members meets to discuss Board business, the meeting
11 must be publicly advertised. Deliberations are
12 defined as discussions intended to lead to decisions,
13 and official actions include votes or policy
14 decisions.

15 Public notice of meetings must be issued at the
16 beginning of the calendar year and at least three
17 days in advance, with any changes requiring 24-hour
18 notice. Emergency meetings are exempt but must be
19 justified. All meetings and Agendas are posted
20 publicly, including in the Pennsylvania Bulletin and
21 on the Board's website.

22 Mr. Barrett noted that amendments to the Sunshine
23 Act in 2021 require that if the agenda changes within
24 24 hours of the meeting, an amended agenda must be
25 published afterward. Meeting locations and agendas

1 must be made available in advance, and discussions
2 outside the posted agenda are only allowed if there
3 is a natural connection. All votes must be publicly
4 cast, so virtual participant members must have
5 cameras on. Meeting minutes must include the time,
6 place, attendance, and substance of discussions,
7 though not verbatim. Executive Sessions may be held
8 for limited purposes, such as discussing litigation
9 strategy, deliberation matters, or personnel issues,
10 though personnel issues typically fall outside Board
11 purview. Executive Sessions must be announced with
12 reasons and remain confidential even after the
13 meeting.

14 He warned that violations of the Sunshine Act can
15 invalidate meeting actions and lead to litigation or
16 attorney fees. Violations of the Sunshine Act must
17 be done within 30 days of the meeting and no action
18 may be commenced more than a year from the date of
19 the meeting. Penalties can include criminal
20 sanctions and fines.

21 Regarding recusals, Mr. Barrett outlined the
22 types of recusals and the impact of those recusals.
23 Mandatory recusals include involvement in
24 prosecution, being a complainant, or having a direct
25 financial interest. Strongly recommended recusals

1 include personal connections or outside knowledge of
2 a case. Discretionary recusals apply when
3 impartiality is uncertain. He advised Board members
4 to consult Counsel in advance when unsure.
5 Abstentions from voting are allowed for lack of
6 preparation or uncertainty but prevent a member from
7 requesting reconsideration later. Members may still
8 attend for quorum purposes, but recusals count
9 against quorum.

10 He also detailed conflict-of-interest rules.
11 Professional members may not serve as officers or
12 agents of statewide professional associations, and
13 public members may not be part of the regulated
14 profession or have immediate family members who are.
15 Public members must not hold any other appointed
16 office in the Commonwealth.]

17 ***

18 Public Comment

19 [Jeanne Coviello, OTD, MS, OTR/L, Associate Professor
20 of Instruction, Barnett College of Public Health,
21 Temple University, President, Pennsylvania
22 Occupational Therapy Association (POTA), shared she
23 was advised it may be helpful to request an
24 opportunity to provide a quarterly update about POTA
25 activities at the meetings. She asked if there could

1 be a consideration for a standing Agenda item.

2 Mr. Barrett stated, while she was welcome to give
3 comment, he was not sure if it was typical to have a
4 standing Agenda item for a professional association
5 at the Board meeting. He added he would check on the
6 legality of allowing the item to be added to the
7 Agenda and provide an update in September.]

8 ***

9 Adjournment

10 CHAIR HAMPLE:

11 The next meeting date is October 1,
12 2026, so I would entertain a motion to
13 adjourn.

14 DR. BAIRD:

15 This is Joanne Baird, so moved.

16 CHAIR HAMPLE:

17 Do we need a second on that?

18 MS. LIVINGSTON:

19 Lisa Livingston, second.

20 ***

21 [There being no further business, the Pennsylvania
22 State Board of Occupational Therapy Education and
23 Licensure adjourned at 11:22 a.m.]

24 ***

25

26

CERTIFICATE

I hereby certify that the foregoing summary minutes of the State Board of Occupational Therapy Licensure and Education Meeting, was reduced to writing by me or under my supervision, and that the minutes accurately summarize the substance of the State Board of Occupational Therapy Licensure and Education Meeting.

A handwritten signature in dark ink, appearing to read 'Allison Walker', is written over a horizontal line.

Allison Walker,

Minute Clerk

Sargent's Court Reporting
Service, Inc.

STATE BOARD OF OCCUPATIONAL THERAPY
EDUCATION AND LICENSURE
REFERENCE INDEX

June 5, 2026

TIME

AGENDA

10:00	Executive Session
10:33	Open Session
10:33	Official Call to Order
10:33	Approval of Agenda
10:34	Introduction of Board Members/Attendees
10:36	Approval of Minutes
10:41	Appointment - Annual Financial Presentation
10:54	Report of Board Counsel
10:56	Report of Board Chairperson
11:00	Miscellaneous / Discussion
11:20	Public Comment
11:22	Adjournment