

**SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING & REGULATION**  
**South Carolina Board of Occupational Therapy Examiners**  
**Synergy Business Park, Kingstree Building**  
**110 Centerview Dr, Columbia SC 29210**  
**Upstate Room**

**Friday, August 9, 2024**

**Board Members Present**

Lesly W. James, Ph.D., OTR/L, Chairperson  
Ricardo Holmes, Sr., OTR/L, Vice-Chairperson  
Rebecca Coleman, OTR/L  
Melissa Hevia, OTA  
Nadine K. Hanner, OT

**Staff Present**

Mack Williams, Board Administrator  
Jonathan Owens, Program Coordinator  
Carolyn Sutherland, Esquire, Advice Counsel  
LeAnna McMenamain, Esq, Office of Disciplinary Counsel  
Amelia Leeks, Program Manager, Office of Investigation & Enforcement

Public notice of this meeting was properly posted at the SC Board of Occupational Therapy Synergy Business Park, Kingstree Building 110 Centerview Drive, provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act.

**Call to Order**

Dr. James, Chair called the meeting to order at 10:09am.

**Approval of the Agenda:**

**Motion:** In open session, Mr. Holmes made a motion to approve the agenda The motion was seconded and approved by Ms. Coleman.

**Approval / Disapproval of Absent Members:**

All members are present.

**Approval of the Minutes:**

**Motion:** In open session, Mr. Holmes made a motion to approve the May 17, 2024 meeting minutes with the updated corrections. The motion was seconded and approved by Ms. Hevia.

**Office of Investigations and Enforcement (OIE/IRC) Report:** Ms. Leeks presented the IRC report to the Board. Case #'s 2023-2 and 2023-9 are recommended for dismissal. Case #'s 2023-12 and 2023-14 recommended as formal complaint. Case # 2023-1 recommended as a letter of caution.

**Motion:** In open session, Mr. Holmes made a motion to accept the IRC recommendations for Case #'s 2023-2, 2023-9, 2023-12, and 2023-14. The motion was seconded and approved by Ms. Hevia.

**Office of General Council (ODC) Report:** Ms. McMenamain presented the ODC Report. The Board accepted the ODC report as information.

**Finance Report:** Mr. Williams, Board Administrator, presented the financial report.

**Application Hearing:**

**Patricia Guthrie:** The purpose of this hearing was to determine whether Ms. Guthrie should be granted licensure as an Occupational Therapist Assistant in South Carolina. Ms. Guthrie made an appearance and was not represented by legal counsel. The issue was Ms. Guthrie's OTA license had been lapsed more than seven (7) years and did not have a current license.

**Motion:** In open session, Mr. Holmes made a motion to go into executive session to receive legal counsel. The motion was seconded and approved by Ms. Hanner.

**Executive Session: No votes taken during executive session [10:35 am – 10:51 am]**

**Motion:** In open session, Ms. Hevia made a motion to come out of executive session. The motion was seconded and approved by Mr. Holmes.

**Motion:** In open session, Ms. Hanner made a motion to grant a provisional Occupational Therapist Assistant license to complete three hundred-fifty (350) hours of clinical practice under the supervision of a licensed Occupational Therapist and completion of the jurisprudence exam. Upon providing proof of the completion of the required hours and completion of the jurisprudence exam, the license reinstatement will be approved. The motion was seconded and approved by Ms. Hevia.

**IRC Members (Approve IRC Members):**

**Motion:** In open session, Mr. Holmes made a motion to approve two (2) more members to the IRC. The motion was seconded and approved by Ms. Coleman.

**Expert Reviewers (Approve Expert Reviewers):**

**Motion:** In open session, Mr. Holmes made a motion to approve three (3) expert reviewers to assist with the IRC. The motion was seconded and approved by Ms. Hevia.

**NBCOT Leadership Forum:** Dr. James discussed the NBCOT Leadership Forum with the Board. Dr. James stated that the Forum will be on September 10-11 and will be a two-day virtual event. Dr. James stated that the event is really helpful for Board members.

**2025 SCOTA Annual Meeting:**

**Motion:** In open session, Mr. Holmes made a motion to approve two (2) members to attend. The motion was seconded and approved by Ms. Coleman.

**2025 NAP Annual Meeting (Approve Members to Attend):**

**Motion:** In open session, Ms. Coleman made a motion to approve two (2) members to attend. The motion was seconded and approved by Mr. Holmes.

**2025 AOTA Annual Conference (Approve Members to Attend):**

**Motion:** In open session, Ms. Hanner made a motion to approve two (2) members to attend. The motion was seconded and approved by Ms. Hevia.

**2025 Board Meeting Dates (Approve Meeting Dates):**

**Motion:** In open session, Ms. Coleman made a motion to approve the 2025 Board meeting dates. The motion was seconded and approved by Mr. Holmes.

**OT Licensure Compact:** Dr. James discussed the OT Compact with the Board. Dr. James stated she that she serves on the Compact for South Carolina. The intent of the Compact is to provide a privilege to practice and there are currently thirty-three (33) states in the Compact. The licensee will have to comply with their state's CE requirement as required for the license renewal. The process for compact privilege will require a criminal background check.

**ADJOURNMENT**

**Motion:** In open session, Mr. Holmes made a motion to adjourn the meeting. The motion was seconded and approved by Ms. Coleman.

There being no other business, the meeting was adjourned at 11:40am.