



STATE OF MAINE  
DEPARTMENT OF PROFESSIONAL & FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
BOARD OF OCCUPATIONAL THERAPY PRACTICE



Janet T. Mills  
Governor

Joan F. Cohen  
Commissioner

MAINE BOARD OF OCCUPATIONAL THERAPY PRACTICE  
Public Board Meeting  
March 14, 2025

AGENDA

Location: Maine Department of Professional and Financial Regulation  
76 Northern Ave, Gardiner, Maine 04345

Room: Central Conference Room

Time: 9:00 a.m.

Join Zoom Meeting

<https://mainestate.zoom.us/j/83638962685?pwd=VwOF14u6aaMid9Bdcpyrunm0IwuwzJ.1>

Meeting ID: 836 3896 2685

Passcode: 10640325

**Board Member Participation:**

Board members may participate remotely in Board meetings pursuant to Title 1, Section 403-B and the Board Member Remote Participation Policy adopted by the Board December 16, 2022.

**Public Participation:**

Regardless of whether the Board meets in-person or by remote virtual means via Zoom, the public may observe the board meeting in-person at the location described above or may choose to join virtually (see the link above):

The Board expects that members of the public who attend the Board meeting virtually will be able to provide public comment to the same extent as members of the public who attend in-person.

Office Location: 76 Northern Avenue, Gardiner, Maine 04345  
Mailing Address: 35 State House Station, Augusta, Maine 04333  
<https://www.maine.gov/pfr/professionallicensing/>

Phone: (207) 624-8624

TTY: Please Call Maine Relay 711

Fax: (207) 624-8637

**I. CALL TO ORDER**

**II. MINUTES REVIEW AND APPROVAL**

- A. Review and approval of December 13, 2024, minutes

**III. COMPLAINT ITEM**

- A. 2022-OCC-18530

**IV. CEU COURSE REVIEW**

**V. RENEWAL APPLICATION REVIEW**

- A. Diane Spotts, Pending OT3370

**VI. COMPLAINT PROCEDURE**

Presentation by AAG Elizabeth Stivers to Board re: complaint and adjudicatory hearing procedures

**VII. CHAIR'S REPORT**

**VIII. ADMINISTRATOR'S REPORT**

**IX. PUBLIC OPPORTUNITY TO COMMENT**

Under this item, the Board may offer an opportunity to members of the public listening in to comment on any public matter under the jurisdiction of the Board. While the Board cannot take action on any issues presented, nor can it respond to or debate decisions made today, including matters relating to complaint cases that may be on the agenda. The board will listen to comments and may ask staff to place the issue on a subsequent agenda. At the discretion of the Board Chair a time limit on comments may be set.

**X. ADJOURNMENT**