

MEMORANDUM

TO: ILLINOIS OCCUPATIONAL THERAPY BOARD
NANCY RICHMAN, CHAIRPERSON
RUTH J. BIXBY, MEMBER
KARIN GREAR, MEMBER

FROM: KIM SCOTT, BOARD LIAISON
HEALTH SERVICES SECTION

DATE: July 20, 2010

RE: CHANGE OF MEETING DATE

The meeting of the Illinois Occupational Therapy Board originally scheduled for July 30, 2010 has been re-scheduled due to a schedule conflict for September 24, 2010. The meeting will be held in the Chicago office of the Illinois Department of Professional Regulation, 100 West Randolph, Room 9-171a, Chicago, Illinois, for the purpose of conducting a general business meeting. The Agenda is attached.

An agenda will be mailed approximately two weeks prior to meeting.

Please advise me in advance of the meeting date if you are unable to attend to ensure that a quorum is present. My number is 217 / 782 / 5988 or email at: MKim.Scott@illinois.gov.

This meeting will be accessible to disabled individuals in compliance with Executive Order #5 and pertinent state laws upon notification of anticipated attendance. Disabled persons planning to attend and needing special accommodations should contact Kim Scott, either by telephone or letter, at least five days prior to the meeting date.

**ILLINOIS OCCUPATIONAL THERAPY
BOARD AGENDA**

September 24, 2010

- I. Chairman Time
 - A. Update of NBCOT Actions
 - B. Agenda Review
 - C. Approval of Minutes from December 12, 2008 meeting.
 - D. Election of Officers.
- II. Introduction of Guests and Staff.
- III. Required Open Case Report
- IV. File Review
- V. Adjournment