

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY
MEETING MINUTES
November 9, 2023**

A regular Board Meeting of the Kentucky Board of Licensure for Occupational Therapy was held at the Department of Professional Licensing, 500 Mero St, Frankfort, KY 40601, in The Mayo-Underwood Hearing Room 133CE and via Zoom on November 9, 2023, at 1:00 pm.

MEMBERS PRESENT

Renee Causey-Upton, Chair
Jill Phelps, Vice Chair
Hugh Stroth, Secretary
Dr. Thomas Miller
Scott DeBurger
Andrea Brandon
Sara Santo

DEPARTMENT OF PROFESSIONAL LICENSING

Jamar Carter, Executive Staff Advisor
Tiler Deaton, Board Administrator
Sara Janes, Board Counsel
Courtney Cook, Fiscal Section Supervisor
Jenna Wells, Fiscal Section Administrator

MEMBERS ABSENT

Guest

Geela Spira, Katarina Harper

CALL TO ORDER

Board Chair, Renee Causey-Upton called the meeting to order at 1:11p.m.

CONSENT AGENDA

The meeting minutes from the October 12th, 2023, board meeting was presented for review. A motion made by Scott DeBurger to approve the October 12, 2023, Board meeting minutes. Motion, seconded by Jill Phelps, carried.

The Board reviewed the financial report from October 2023 with no questions.

DPL REPORT

No Report

BOARD ATTORNEY REPORT

The Board counsel wants to make sure the Board keeps up to date on when/if rules are adopted by the Compact. Additionally, Board counsel pointed out that Hugh Stroth's Board member term has expired. Hugh Stroth stated he did request for re-appointment to Boards and Commissions.

COMPACT COMMISSION UPDATE

Renee Causey-Upton stated that the compact is seeking public input and it has been requested that the link and notice for the public comment be posted on the Board's website.

OLD BUSINESS

The Board Counsel advised that creating a regulations committee would be best for reviewing regulations. Renee Causey-Upton, Sara Santo, and Scott DeBurger volunteered to sit on that committee. A motion made by Dr. Thomas Miller to form a regulations committee with the attorney, Renee Causey-Upton, Sara Santo, and Scott DeBurger to serve on the committee. Motion, seconded by Hugh Stroth, carried.

The Board reviewed a drafted letter informing licensees of the new CEU tracking program that has been implemented into the eServices program. A motion made by Jill Phelps to approve the drafted letter and have it be sent out to licensees. Motion, seconded by Sara Santo, carried.

A motion made by Dr. Thomas Miller to enter closed session at 1:15 p.m., pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding K.H. at which information protected by KRS 61.810(1)(k) may be discussed. Motion, seconded by Andrea Brandon, carried.

A motion made by Andrea Brandon to return to open session at 1:23 p.m. Motion, seconded by Jill Phelps, carried. No final action was taken.

The Board re-reviewed an email question from D.I. along with the Board counsel. The Board determined there was no expiration on board approval for Continuing education programs reviewed and approved by the Board. They are approved unless if something changes in regulations in the future.

NEW BUSINESS

The board reviewed the licensure report which displayed active & inactive licenses as of November 2, 2023, for the following active-only credentials: Occupational Therapist, Occupational Therapist Assistants, Temporary Occupational Therapist, and temporary Occupational Therapist Assistants.

The Board discussed system update questions. The system is allowing courses like suicide that are less than 6 hours to be entered and accepted. A motion made by Sara Santo to have IT look into the system and suicide CEU courses be required to be 6 hours and state the regulations if entered less than that. Motion, seconded by Andrea Brandon, carried.

Additionally, it is allowing amounts of CEUs received from different types of providers (Volunteer, employer provided, etc....) to be entered and used that are passed the limits set in regulations. A motion made by Renee Causey-Upton to have IT set limits on course types that can be used in renewals as stated in CEU regulations. Motion, seconded by Jill Phelps, carried.

CONTINUING EDUCATION APPLICATIONS REVIEW:

A motion made by Jill Phelps to enter closed session at 2:04p.m., pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding continuing education applications at which information protected by KRS 61.810(1)(k) may be discussed. Motion, seconded by Dr. Thomas Miller, carried.

A motion made by Jill Phelps to return to open session at 2:41p.m. Motion, seconded by Andrea Brandon, carried. No final action was taken in closed session.

A motion made by Dr. Thomas Miller to accept the following review:
Ten (10) applications were received for review.

-7 Applications approved.

-3 Deferred due to needing corrected information.

Motion, seconded by Sara Santo, carried.

Applications Review

No paper applications for licensure were received for review.

COMPLAINTS COMMITTEE REPORT

A motion made by the Complaints Committee to approve the following recommendations to the Board:

- 2022-BOT-00003 – Admin. hearing
- 2023-BOT-00001- Dismiss
- 2023-BOT-00002 – Defer until the investigator report is received
- 2023-BOT-00003- Defer for further review
- 2023-BOT-00004- Refer to Sara Santos and have her submit a recommendation and/or attend the next committee meeting

Motion, seconded by Jill Phelps, carried.

ASSIGNMENTS FOR NEXT MEETING

Regulations committee members think on dates to meet on.

APPROVAL OF TRAVEL AND PER DIEM

A motion made by Jill Phelps to approve travel and per diem as follows:

11/9: Renee Causey-Upton, Jill Phelps, Dr. Thomas Miller, Scott DeBurger, Andrea Brandon, Sara Santo -Board meeting

Motion, seconded by Andrea Brandon, carried.

Sara Santo requests to not be paid per diem for this meeting

NEXT SCHEDULED BOARD MEETING

The next scheduled board meeting will take place on December 14, 2023, at 1:00 pm with the complaints committee meeting scheduled for 12:30 pm.

ADJOURNMENT

A motion made by Dr. Thomas Miller to adjourn the meeting at 2:58 p.m. Motion, seconded by Sara Santo, carried.