

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY
MEETING MINUTES
August 11, 2022**

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 on August 11, 2022.

MEMBERS PRESENT

Joshua Ramsey, Chair
Jill Phelps, Vice Chair
Hugh Stroth, Secretary
Renee Causey-Upton
Andrea Brandon

MEMBERS ABSENT

Stacy Grider
Harold E. Corder II

DEPARTMENT OF PROFESSIONAL LICENSING

Tasha Stewart, Interim Commissioner
Jamar Carter, Administrative Section Supervisor
Lyndsay Sipple, Board Administrator

OTHERS

August Pozgay, Legal Counsel

CALL TO ORDER

Mr. Ramsey called the meeting to order at 1:02 p.m.

CONSENT AGENDA

Minutes of the July 14, 2022, meeting as well as legal fees and financial reports for July 2022 were presented for the Board's review. Mr. Stroth made a motion to approve the consent agenda as presented. The motion was seconded by Ms. Causey-Upton and carried unanimously.

DPL REPORT

Interim Commissioner Stewart announced our new commissioner will begin on September 1, 2022, and that Ms. Stewart will be filling in for the month of August. COT continues to work on state emails addresses, and we hope to have more information soon. Ms. Stewart introduced Jamar Carter as the new Supervisor for this section.

BOARD ATTORNEY REPORT

August Pozgay introduced himself and let the Board know he was filling in for Clay Patrick. Mr. Pozgay discussed the Compact and the provision for the Board to enact regulations quickly. Mr. Pozgay relayed information from the complaints committee and stated the recommendation was to dismiss 2022BOT-00002 with a referral to the PT Board. Ms. Phelps made a motion and Ms. Brandon seconded the motion to dismiss, carried.

OLD BUSINESS

NEW BUSINESS

Conference

Ms. Causey-Upton shared the statement requested by KOTA regarding an update on the compact for their newsletter. Mr. Ramsey felt it was a good basic overview and Mr. Pozgay recommended having Mr. Patrick review the actual details before submission.

Location of Compact Statement

Ms. Causey-Upton discussed the placement on the OT website regarding information about the Counseling Compact, stating it needs to stand out more to be noticeable. Ms. Stewart recommended creating a .pdf under a title of Licensure Compact under the latest news portion on the website. Ms. Causey-Upton stated it needs to link back to the compact website. Ms. Stewart relayed we are limited on what sections of the website we can change, but she we can reach out to IT to move it on the top section under special notice.

Suicide Prevention Training tracking

Ms. Causey-Upton discussed the required suicide training and how it is tracked in our system. She recommended a different tracking system so that licensees may add the training to their file outside of the renewal period. This stemmed from a licensee taking their training in 2021, but not submitting it until 2022. The system would not allow them to put the correct date since it was from the prior renewal period, so now the licensee's file does not show the accurate date for their training. Mr. Pozgay recommended Ms. Causey-Upton send the specifics of this scenario for legal review against the regulation. The Board discussed a need for a separate tracking for suicide training outside of renewals and Mr. Ramsey would like someone from IT to come to the next meeting to discuss options.

Supervision Audit

The supervision audit was discussed, and Ms. Sipple informed the Board only one approval had been received. Mr. Ramsey moves to go in to closed session at 1:38 p.m. pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding licensees at which information protected by KRS 61.810(1)(k) may be discussed. Ms. Causey-Upton seconds the motion, carried. The Board discussed openly what is reviewed during a supervision audit. Mr. Ramsey moves to leave close session at 1:44 p.m. and Ms. Brandon seconds the motion, carried.

Licensure Status Report

The Board reviewed the licensure status report.

Email Questions

The Board reviewed email questions and Ms. Sipple will respond as directed.

KOTA Conference

The KOTA Conference will be held September 23-24 with Mr. Ramsey and Ms. Brandon attending. The Board will discuss more next month.

PAPER APPLICATIONS REVIEW

ASSIGNMENTS FOR NEXT MEETING – September 8 at 1:00 PM Eastern

Mr. Carter to send suicide tracking info to IT. Mr. Patrick needs to review the information for the newsletter.

APPROVAL OF TRAVEL AND PER DIEM

Ms. Phelps made a motion to approve the travel and per diem for today's meeting, as well as August 3 & 4 for Ms. Causey-Upton regarding work with the Compact. The motion was seconded by Ms. Causey-Upton, carried.

ADJOURNMENT

Mr. Ramsey made a motion to adjourn the meeting at 1:58 p.m. Mr. Stroth seconded the motion, carried.