

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

MEMBERS PRESENT

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

DEPARTMENT OF PROFESSIONAL LICENSING

Kristen Lawson, Commissioner
Jamar Carter, Administrative Section Supervisor
Clay Patrick, Legal Counsel

MEMBERS ABSENT

OTHERS

Geela Spira
Katie Greene

CALL TO ORDER

Renee Causey-Upton called the meeting to order at 1:02 p.m.

CONSENT AGENDA

The meeting minutes from the January 12, 2023 board meeting were presented to the board for review. Andrea Brandon made a motion to approve the meeting minutes, Jill Phelps seconded the motion & the motion carried unanimously.

The Board reviewed the financial report from January 2023 with no additional questions at this time.

DPL REPORT

Commissioner Lawson presented the 2022 Annual Report of the Child Fatality and Near Fatality External Review Panel to the board for review & input

BOARD ATTORNEY REPORT

No updates at this time.

COMPACT COMMISSION UPDATE

Board Chair Renee Causey-Upton updated the board on the January meeting, then provided Compact Committee updates and steps on how to become a Compact Commission member. Ms. Causey-Upton also provided updated regarding collaboration improvements from the NBCOT as well as how to become a member of the KOTA Task Force.

OLD BUSINESS

Administrative Section Supervisor Jamar Carter provided an update regarding the completed items on the DPL task list and departments IT department. At this time, there are no updates pertaining to the suicide tracking.

NEW BUSINESS

The board reviewed the licensure report which displayed active licenses for the following credentials, Occupational Therapist, Occupational Therapist Assistants, Temporary Occupational Therapist & Temporary Occupational Therapist Assistants.

The board reviewed 9 email questions from licensees pertaining to the Occupational Therapy field with assistance from Board Counsel. A response will be provided by Mr. Carter within two weeks following the board meeting.

APPLICATIONS REVIEW:

The board reviewed 1 Reinstatement Application. A motion was made Jill Phelps to approve the application, Sara Santo seconded the motion & the motion carried unanimously.

CEU Applications

The board reviewed 8 CEU applications submitted for approval. A motion was made by Andrea Brandon to approve 8 CEU applications, Hugh Stroth seconded the motion & the motion carried unanimously.

Mr. Carter will provide approval letters to each submission with the following board notifications

- 1 liaison approved for 3.75hrs
- 1 liaison approved for 6hrs, will need an updated certificate
- 1 liaison approved but will need to add a certificate to the application

COMPLAINTS COMMITTEE REVIEW

Hugh Stroth moves and Andrea Brandon seconds the motion entering closed session at 2:06pm, pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding the complaints at which information protected by KRS 61.810(k) may be discussed and the motion carried unanimously.

Andrea Brandon moves and Hugh Stroth seconds the motion returning to open session at 2:12 and the motion carried unanimously.

Board Chair announces returning to open session at 2:25pm.

The Complaints Committee presented the following recommendations to the board regarding 2022BOT00003 & 2022BOT00005.

2022BOT00003- Tabled to allow investigative report to be completed by the investigator & reviewed by the committee.

2022BOT00005- Present the complainee with an Agreed Order sent via certified mail & e-mail requiring them to complete an additional 6hours of Continuing Education Training that cover "Time

& Stress Management” as well as “Documentation Training”. Complainee will have 30days to respond to the board.

A motion was made by Jill Phelps to accept the Complaints Committee recommendation, Andrea Brandon seconded the motion & the motion carried. Sara Santo abstained from voting.

APPROVAL OF TRAVEL AND PER DIEM

Jill Phelps made a motion to approve travel and per diem for today’s meeting, per diem for the OT Compact Commission Executive Committee Meeting held on January 24, 2023 & the NBCOT Regulatory Affairs Leadership Forum held on January 25, 2023 attended by Renee Causey-Upton. Dr. Tom Miller seconded the motion, and the motion carried unanimously.

NEXT SCHEDULED BOARD MEETING

The next scheduled board meeting will take place on March 9, 2023 at 1:00pm with the complaints committee meeting scheduled for 12:30pm.

ADJOURNMENT

Sara Santo made a motion to adjourn the meeting at 2:18pm with no further items to discuss. Dr. Tom Miller seconded the motion, and the motion carried unanimously.