

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY
MEETING MINUTES
March 14, 2024**

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 March 14, 2024, 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
Kristen Lawson, Commissioner
Tiler Deaton, Board Administrator
Clayton Patrick, Board Counsel

Guest

MEMBERS ABSENT

CALL TO ORDER

Board Chair, Renee Causey-Upton called the meeting to order at 1:01 p.m.

MINUTES

The meeting minutes from February 8, 2024, board meeting were presented for review. Renee Causey-Upton stated the date on the minutes needs to be updated. A motion made by Scott DeBurger to approve the February 8, 2024, with updated date, Board meeting minutes. Motion, seconded by Hugh Stroth, carried.

The Board reviewed the financial report from February 2024 with no questions.

DPL REPORT

Commissioner Lawson stated no report.

BOARD ATTORNEY REPORT

The Board reviewed the Memorandum of Agreements (MOA) for the Department of Professional Licensure (DPL) & Office of Legal Services (OLS).

A motion made by Dr. Thomas Miller to accept the MOA with DPL. Motion, seconded by Jill Phelps, carried.

A motion made by Dr. Thomas Miller to accept the MOA with OLS. Motion, seconded by Sara Santo, carried.

The Board discussed the upcoming ending date of the current investigator. A motion made by Jill Phelps to have a new investigator RFP. Motion, seconded by Andrea Brandon, carried.

COMPACT COMMISSION UPDATE

Renee Causey-Upton stated that the compact interviewed 2 companies and has chosen 1.

NEW BUSINESS

The board reviewed the licensure report which displayed active & inactive licenses as of March 1, 2024, for the following active-only credentials: Occupational Therapist, Occupational Therapist Assistants, Temporary Occupational Therapist, and temporary Occupational Therapist Assistants.

The Board discussed inactive status and the use of titles. Board Counsel stated he did not find anything prohibiting the use of titles while holding an inactive license.

Renee Causey-Upton presented a letter asking the Board to send a letter of support for the OT Compact. A motion made by Scott DeBurger to send a letter of support of the OT Compact after review from Legal & DPL.

Sara Santo informed the Board that her name was not listed as a guest on the January Complaints Committee minutes where she attended to advise on a complaint. A motion made by Renee Causey-Upton to amend & add Sara Santo as a guest in the January 11, 2024, Complaints Committee minutes. Motion, made by Dr. Thomas Miller, carried.

CONTINUING EDUCATION APPLICATIONS REVIEW:

A motion made by Sara Santo to accept the following review:

Eight (8) applications were received for review.

- 5 Applications approved.
- 2 Applications deferred.
- 1 Application denied.

Motion, seconded by Jill Phelps, carried.

Applications Review

No applications.

COMPLAINTS COMMITTEE REPORT

A motion made by Jill Phelps to approve the Complaints Committee's following recommendations:

- 2022-BOT-00003 – Final Settlement offer has not been accepted. Respondents will be flagged in the system so they must handle the complaint prior to reinstatement or licensure.
- 2023-BOT-00002 – Hold to April review.
- 2023-BOT-00003- Accepted offer of 12 mo. Abeyance with quarterly reports from a mental health provider.
- 2024-BOT-00001- Dismiss
- 2024-BOT-00002- Hold to April review.

Motion, seconded by Andrea Brandon, carried.

ASSIGNMENTS FOR NEXT MEETING

Renee Causey-Upton to draft letter of support.

APPROVAL OF TRAVEL AND PER DIEM

A motion made by Dr. Thomas Miller to approve travel and per diem as follows:

3/14: Renee Causey-Upton, Jill Phelps, Dr. Thomas Miller, Scott DeBurger, Andrea Brandon, Hugh Stroth, 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 board meeting will take place on April 11, 2024, at 1:00 pm with the complaints committee meeting scheduled for 12:30 pm.

ADJOURNMENT

A motion made by Sara Santo to adjourn the meeting at 1:46 p.m. Motion, seconded by Jill Phelps, carried.