

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY
MEETING MINUTES
November 10, 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 November 10, 2022.

MEMBERS PRESENT

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

DEPARTMENT OF PROFESSIONAL LICENSING

Kristen Lawson, Commissioner
Jamar Carter, Administrative Section Supervisor
Sara Janes, Legal Counsel
Jeff Bardroff, Boards & Commissions Support Specialist

OTHERS

Geela Spira

MEMBERS ABSENT

CALL TO ORDER

Renee Causey-Upton called the meeting to order at 1:08 p.m.

CONSENT AGENDA

The meeting minutes of October 13, 2022, as well as the financial reports for October 2022 were presented for the Board's review. Scott Deburger made a motion to approve the consent agenda as presented. The motion was seconded by Jill Phelps and carried unanimously.

Hugh Stroth made a motion to approve the meeting minutes from the October 13, 2022 meeting, the motion was seconded by Scott Deburger and carried unanimously.

DPL REPORT

Kristen Lawson reiterated board member email address in which the department will starting using them on November 15, 2022. Ms. Lawson also provided a link via members current emails for set-up assistance.

BOARD ATTORNEY REPORT

Ms. Janes introduced herself to the board and her role in attendance for the current meeting. Ms. Janes then announced that 2022BOT-00003 will be sent to an investigator for further review. Renee Casey-Upton made a motion to accept the recommendations of complaints committee, the motion was seconded by Jill Phelps and carried unanimously.

OLD BUSINESS

Suicide tracking – Mr. Carter provided an update from the departments IT liaison regarding the submission of suicide tracking hours for licensees. An update will be sent to the liaison regarding board suggestions & recommendations.

NEW BUSINESS

The board reviewed the licensure report as well as email questions from licensees. Mr. Carter will follow up with all email correspondences reviewed by the board & provide an updated licensure report to be reviewed at the boards next meeting.

Applications Review:

Jill Phelps moves and Scott DeBurger seconds entering into closed session at 1:35pm, pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding applications review at which information protected by KRS 61.810(1)(k) may be discussed

Scott DeBurger moves and Hugh Stroth seconds returning to open session at 1:50pm. The motion carried unanimously.

A motion was made by Hugh Stroth to defer 2 applications for further review by board counsel, Sara Santo seconded the motion and it carried unanimously.

CEU Applications

Dr. Miller made a motion to approve the CE applications reviewed by the board. Jill Phelps seconds the motion, and the motion carried.

ASSIGNMENTS FOR NEXT MEETING – November 10, 2022 at 1:00 PM Eastern

The board will discuss the comments from legal regarding the deferred applications.

APPROVAL OF TRAVEL AND PER DIEM

Ms. Phelps motioned to approve the travel and per diem for today's meeting, Andrea Brandon seconded the motion, and the motion carried.

ADJOURNMENT

Mr. Stroth made a motion to adjourn the meeting at 2:10pm. Ms. Phelps seconded the motion, and the motion carried.