

# KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY

## Complaints Committee Minutes

January 11, 2024

Department of Professional Licensing  
Frankfort, Kentucky

A Complaints Committee meeting of the Kentucky Board of Licensure for Occupational Therapy was held via Zoom teleconference & in the Mayo-Underwood Hearing Room 133CE at 12:30 pm on January 11, 2024.

### MEMBERS PRESENT

Renee Causey-Upton, Chair  
Andrea Brandon  
Hugh Stroth

### DPL STAFF

Tiler Deaton, Board Administrator

### LEGAL COUNSEL

Sara Janes, Executive Advisor

### MEMBERS ABSENT

### Guest

Sara Santos

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### Call to Order

Board Chair, Ms. Causey-Upton called the Complaints Committee meeting to order at 12:33 p.m.

### Approval of Minutes

The committee reviewed the November 9, 2023, Complaints Committee Meeting minutes. Hugh Stroth made a motion to approve the November 9, 2023, minutes. Motion, seconded by Andrea Brandon, carried.

### Complaints Committee Report

A motion made by Andrea Brandon to enter closed session at 12:36 p.m., pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding complaints at which information protected by KRS 61.810(1)(k) may be discussed. Motion, seconded by Hugh Stroth, carried.

A motion was made by Hugh Stroth to enter an open session at 1:09 p.m. Motion, seconded by Andrea Brandon, was carried.

Renee Causey-Upton announced the time returned from the Closed Session at 1:09 p.m. No final action was taken in closed session. A motion was made by Andrea Brandon to present the following recommendations to the full Board:

- 2022-BOT-00003 – pending
- 2023-BOT-00002 – request the investigator to get additional notes from the respondent.
- 2023-BOT-00003- propose a 1-year probationary period with quarterly reports from the treatment facility. Dismiss after one year if all requirements are met.

- 2023-BOT-00004- Dismiss

Motion, seconded by Hugh Stroth, carried.

**Adjournment**

A motion made by Renee Causey-Upton to adjourn at 1:10 p.m. Motion, seconded by Hugh Stroth, carried.