

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY**

**Complaints Committee Minutes**

December 8, 2022

Department of Professional Licensing  
Frankfort, Kentucky

A Complaints Committee meeting of the Kentucky Board of Licensure for Occupational Therapy was held via teleconference & in the Mayo-Underwood Hearing Room 133CE on December 8, 2022.

MEMBERS PRESENT

Renee Causey-Upton  
Hugh Stroth

DPL STAFF

Jamar Carter, Administrative Section Supervisor

LEGAL COUNSEL

Clayton Patrick, Legal Counsel

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Call to Order

Ms. Causey-Upton called the meeting to order at 12:30p.m.

Approval of Minutes

The committee reviewed the meeting minutes from the November 10, 2022 meeting. Mr. Hugh Stroth made a motion to approve the meeting minutes, Ms. Renee Causey-Upton seconded the motion & the motion carried.

Complaints Committee Report

**Closed Session:**

Hugh Stroth moves and Renee Causey-Upton seconds the motion entering closed session at 12:31pm, 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.

**Return to Open Session:**

Ms. Causey-Upton moves and Mr. Stroth seconds the motion returning to open session & the motion carried.

Board Chair, Renee Causey-Upton announces time returned from closed session at 1242pm.

- 2022BOT-00003 – Tabled until next meeting per receipt of investigative report.
- 2022BOT-00005-Committee reviewed the response along with the extension request from complaine. The committee made a recommendation to grant the request with a deadline of 1/9/2023.

All recommendations will be presented to the board during the scheduled board meeting at 1:00pm.

## Adjournment

Ms. Causey-Upton made a motion to adjourn at 12:43 pm, Mr. Stroth second and the motion carried