

## KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY

### Complaints Committee Minutes

June 8, 2023

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 12:30pm on June 8, 2023.

#### MEMBERS PRESENT

Renee Causey-Upton  
Hugh Stroth

#### DPL STAFF

Jamar Carter, Administrative Section Supervisor

#### LEGAL COUNSEL

Barry Sullivan, Executive Advisor  
Sara Janes, Executive Advisor

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#### Call to Order

Board Chair, Ms. Causey-Upton called the Complaints Committee meeting to order at 12:36p.m.

#### Approval of Minutes

The committee reviewed the meeting minutes from the April 13, 2023 complaints meeting. Mr. Hugh Stroth made a motion to approve the meeting minutes, Ms. Causey-Upton seconded the motion & the motion carried.

#### Complaints Committee Report

Renee Causey-Upton moves and Hugh Stroth seconds entering into closed session at 12:38p.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. The motion carried.

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

Chair Renee Causey-Upton announces time returned from Closed Session at 1:00p.m.

- 2022-BOT-00003 - Complaint tabled until next meeting to allow the investigation to be completed, Board Counsel will follow-up with complainant on the additional documentation received & provide an updated point of contact to send all updates pertaining to the complaint.
- 2023-BOT-00001 – A motion was made by Committee Chair Causey-Upton for Board Counsel to send a formal letter requesting the additional information regarding the complaint. Mr. Stroth seconded the motion & the motion carried.
- 2023-BOT-00002 - Tabled for 201 KAR 28:150 Section 2(2) compliance.

All committee recommendations will be presented to the board during the Board Meeting.

## **Adjournment**

Mr. Stroth made a motion to adjourn the meeting at 1:01p.m., with no further items to discuss, Ms. Causey-Upton seconded the motion and the motion carried.