

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY
MEETING MINUTES
September 14, 2023**

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 September 14, 2023, at 1:00pm.

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

Kristen Lawson, Commissioner
Jamar Carter, Executive Staff Advisor
Tiler Deaton, Board Administrator
Sara B. Janes, Board Counsel
Courtney Cook, Fiscal Section Supervisor

MEMBERS ABSENT

Guest

CALL TO ORDER

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

CONSENT AGENDA

The Board reviewed the agenda. A motion made by Dr. Thomas Miller to approve the agenda. Motion, seconded by Andrea Brandon, carried.

The meeting minutes from the August 10, 2023, board meeting was presented for review. A motion made by Hugh Stroth to approve the August 10, 2023, Board meeting minutes. Motion, seconded by Jill Phelps, carried.

The Board reviewed the financial report from August 2023 with no questions.

DPL REPORT

Commissioner Lawson briefed the board with several updates regarding the department such as Jamar Carter being promoted to Executive Staff Advisor & Lyndsay Sipple being promoted to Administrative Supervisor. Commissioner Lawson presented a drafted letter on safe storage. Board members will review letter and discuss any action plans, with the letter, at next month's meeting.

BOARD ATTORNEY REPORT

Board Counsel, Ms. Sara Janes notified the Board that a 3rd party licensee informed the Board of a licensee that has prior convictions and recent convictions. Board counsel stated that the Board can initiate a complaint based off this information. The Board discussed the situation. A motion made by Dr. Thomas Miller to initiate & investigate a complaint. Motion, seconded by High Stroth, carried.

COMPACT COMMISSION UPDATE

Renee Causey-Upton updated board members that 28 states have currently joined the OT Compact. Compact Commission has approved an RFP (request for proposal) to build the system for compact privileges.

OLD BUSINESS

The Board discussed FBI backgrounds and on what credentialing would require it. A motion made by Andrea Brandon to have new & compact licensees be required to complete FBI background checks be added to regulation change drafts. Motion, seconded by Dr. Thomas Miller, carried.

NEW BUSINESS

The board reviewed the licensure report which displayed active & inactive licenses as of September 5, 2023, for the following active only credentials: Occupational Therapist, Occupational Therapist Assistants, Temporary Occupational Therapist & Temporary Occupational Therapist Assistants.

The Board Administrator presented 1 email question, for the board, from K.H. The Board discussed the email and requested the Board counsel & Board Administrator draft a letter referencing K.H. to the regulation 201 KAR 28:130 Section 3 (9) & requesting a resolution plan.

CONTINUING EDUCATION APPLICATIONS REVIEW:

A motion made by Dr. Thomas Miller to enter closed session at 1:52p.m., pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding continuing education applications at which information protected by KRS 61.810(1)(k) may be discussed. Motion, seconded by Hugh Stroth, carried.

A motion made by Dr. Thomas Miller to return to open session at 2:02p.m. Motion, seconded by Andrea Brandon, carried. No final action was taken in closed session.

A motion made by Dr. Thomas Miller to accept the following review:

Eight (8) applications received for review.

-3 Applications approved.

-3 Deferred due to needing corrected information.

-2 denied.

Motion, seconded by Jill Phelps, carried.

CONTINUING EDUCATION APPLICATIONS REVIEW-SUICIDE:

No applications received for review.

Applications Review

No paper applications for licensure received for review.

COMPLAINTS COMMITTEE REPORT

Complaints Committee did not meet this month.

ASSIGNMENTS FOR NEXT MEETING

Renee Causey-Upton to send Board Counsel a draft of DPAM definition.

Board Counsel and Board Administrator draft and send letter to K.H.

Initiate Board Complaint.

APPROVAL OF TRAVEL AND PER DIEM

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

Renee Causey-Upton: 9/11 & 9/12 – OT Compact Commission meetings

Renee Causey-Upton, Jill Phelps, Hugh Stroth, Dr. Thomas Miller, Scott DeBurger, Andrea Brandon,
Sara Santo: 9/14 -Board meeting

Motion, seconded by Andrea Brandon, carried.

NEXT SCHEDULED BOARD MEETING

The next scheduled board meeting will take place on October 12, 2023, at 1:00pm with the complaints committee meeting scheduled for 12:30pm.

ADJOURNMENT

A motion made by Jill Phelps to adjourn the meeting at 2:15p.m. Motion, seconded by Andrea Brandon, carried.