

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY
MEETING MINUTES
August 8, 2024**

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 Teams on August 8, 2024, at 1:00 pm.

MEMBERS PRESENT

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

DEPARTMENT OF PROFESSIONAL LICENSING

Lyndsay Sipple, Administrative Supervisor
Miranda Guarnieri, Board Specialist
Kristen Lawson, Commissioner

GUEST

LEGAL COUNSEL

Daniel Leffel

MEMBERS ABSENT

CALL TO ORDER

Vice-Chair Jill Phelps called the meeting to order at 1:08 p.m.

MINUTES

The meeting minutes from the July 11, 2024, Board Meeting were presented for review. Andrea Brandon made a motion to approve the meeting minutes. Sara Santo seconded the motion, and the motion carried.

FINANCIAL REPORT

The Board reviewed the financial report from July 2024 with no questions.

DPL REPORT

Commissioner Lawson introduced Miranda Guarnieri as their new Board Specialist. No further report was given.

BOARD ATTORNEY REPORT

No report.

COMPACT COMMISSION UPDATE

Compact Commission Update – the finance committee continues to discuss what fee the Compact may charge, as this will be in addition to what a state may charge for licensure. They compared states' licensure fees, with Kentucky being on the low end, and the committee will try to take the median due to the differences between states. Renee Causey-Upton advocated for the lower fee since it is extra. The Compact's concerns are the need to ensure the funding is there to pay staff and for the database, but it shouldn't be a lot of extra time and cost for the board. The Compact's Director sent out some more data to review and they will meet again soon. Renee asked the board for their input on what type of fee the compact commission should charge. AOTA and NBCOT have provided funding for the first three years, but after that, the commission will be run by the fees coming in.

NEW BUSINESS

- KOTA PowerPoint presentation – Renee Causey-Upton showed the PowerPoint created for the KOTA conference. The presentation provides information about board members and board duties, such as the complaint process, and the process behind reviewing and revising regulations. It will explain the difference between a statute and a regulation and why it's challenging to change a statute. License renewal – trying to clarify that you can't use CEUs during the grace period and that a licensee must use paper reinstatement if they try to use CEUs from the grace period. The presentation explains how licensees can correct information in eServices and stressing email addresses must be kept up to date to receive important correspondence. OT Compact slide providing updates. CEU slides – activities, limitations for contact hours, CE tracker, doctoral capstone? Suicide course – must be 6 hours in one course, not 6 1-hour courses. DPAM information. People need to understand this is an additional certification, not included in OT licensure. People from other states are often confused by this. Has a slide about advisory opinions and how we handle questions outside of licensure. FAQ document and how to access. Information about board meetings (time, date), wait two weeks for correspondence. Motion to present by sara, second by tom. Carried.
- Regulation Review Committee update – tabled for next month due to technical difficulties. Discussed changes to 010 and code of ethics to be up to date on current terms. Aligned more with AOTA.
- Licensure Report – reviewed

Went into closed session at 2:06, motion by Ms. Phelps, second by Mr. Stroth.

JC – submitted DPAM application for his certification. Course can be approved but he is still needing 1 supervised treatment session to be approved for certification.

Leave closed session at 2:17, motion by Mr. Stroth, second by Mr. DeBurger, carried.

CONTINUING EDUCATION APPLICATIONS REVIEW:

Sara Santo made a motion to accept the following recommendations:

- Six (6) applications were received for review.
 - 5 Application approved.
 - 1 Applications deferred.

Andrea Brandon seconded the motion, and the motion carried.

Applications Review

All applications were completed through eServices; no paper or pending applications needed discussion.

COMPLAINTS COMMITTEE REPORT

Complaint Committee did not meet this month.

ASSIGNMENTS FOR NEXT MEETING

Ms. Causey-Upton requested that the board members review the PowerPoint to be submitted for the KOTA Conference.

APPROVAL OF TRAVEL AND PER DIEM

Thomas Miller moved to approve travel and per diem for all members present for today's meeting. Andrea Brandon seconded the motion, which was carried.

NEXT SCHEDULED BOARD MEETING

The next board meeting is September 12, 2024, at 1:00 p.m. The complaints committee meeting is scheduled for 12:30 p.m. if needed.

ADJOURNMENT

Thomas Miller moved to adjourn the meeting at 2:38 p.m., which Sara Santo seconded. The motion carried.