

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY
MEETING MINUTES
January 11, 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 Zoom on January 11, 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
Sara Santo

DEPARTMENT OF PROFESSIONAL LICENSING

Jamar Carter, Executive Staff Advisor
Tiler Deaton, Board Administrator
Sara Janes, Board Counsel
Jenna Wells, Fiscal Section Administrator

MEMBERS ABSENT

Guest

Geela Spira, Katelyn Hardwick, Steve Masterson

CALL TO ORDER

Board Chair, Renee Causey-Upton called the meeting to order at 1:15 p.m.

CONSENT AGENDA

The meeting minutes from the December 14, 2023, board meeting were presented for review. A motion made by Dr. Thomas Miller to approve the December 14, 2023, Board meeting minutes. Motion, seconded by Hugh Stroth, carried.

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

DPL REPORT

Commissioner Lawson informed the Board that the Legislative session has begun. Commissioner Lawson wanted the Board to be aware of House Bill 34.

BOARD ATTORNEY REPORT

Covered in DPL Report.

COMPACT COMMISSION UPDATE

Renee Causey-Upton stated that the compact had 3 companies submit for the RFP on the database. They are in the process of reviewing those submissions.

Technical difficulties required the meeting to be paused

The board chair called meeting back to order at 1:43 p.m.

NEW BUSINESS

The board reviewed the licensure report which displayed active & inactive licenses as of January 9, 2024, for the following active-only credentials: Occupational Therapist, Occupational Therapist Assistants, Temporary Occupational Therapist, and temporary Occupational Therapist Assistants.

The Board reviewed the email that is sent to licensees for renewal reminders. It was verified that the reminders state when CEUs can be obtained for the current renewal.

CONTINUING EDUCATION APPLICATIONS REVIEW:

A motion made by Sara Santo to accept the following review:

Four (4) applications were received for review.

- 4 Applications approved.

Motion, seconded by Jill Phelps, carried.

Applications Review

A motion made by Dr. Thomas Miller to enter closed session at 2:05 p.m., pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding applications at which information protected by KRS 61.810(1)(k) may be discussed. Motion, seconded by Andrea Brandon, carried.

A motion made by Hugh Stroth to return to an open session at 2:14 p.m. Motion, seconded by Sara Santos, carried. No final action was taken in closed session.

A motion made by Jill Phelps to approve all the reviewed paper reinstatement applications. Motion, seconded by Andrea Brandon, carried.

COMPLAINTS COMMITTEE REPORT

A motion made by Sara Santos to approve the Complaints Committee's following recommendations:

- 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 Jill Phelps, carried.

ASSIGNMENTS FOR NEXT MEETING

No assignments.

APPROVAL OF TRAVEL AND PER DIEM

A motion made by Jill Phelps to approve travel and per diem as follows:

1/4: Renee Causey-Upton- Regs. Committee

1/8: Renee Causey-Upton- OT Compact Executive Committee meeting

1/11: Renee Causey-Upton, Jill Phelps, Dr. Thomas Miller, Scott DeBurger, Andrea Brandon, Hugh Stroth, Sara Santo -Board meeting

Motion, seconded by Andrea Brandon, carried.

Sara Santo requests to not be paid per diem for this meeting

NEXT SCHEDULED BOARD MEETING

The next scheduled board meeting will take place on February 8th, 2024, at 1:00 pm with the complaints committee meeting scheduled for 12:30 pm.

ADJOURNMENT

A motion made by Jill Phillips to adjourn the meeting at 2:16 p.m. Motion, seconded by Sara Santo, carried.