

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY
MEETING MINUTES
July 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 Teams on July 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

DEPARTMENT OF PROFESSIONAL LICENSING

Lyndsay Sipple, Administrative Supervisor
Kristen Lawson, Commissioner

GUEST

LEGAL COUNSEL

Daniel Leffel

MEMBERS ABSENT

CALL TO ORDER

Chair Renee Causey-Upton called the meeting to order at 1:02 p.m.

MINUTES

The meeting minutes from the June 13, 2024, Board Meeting were presented for review. Hugh Stroth made a motion to approve the meeting minutes with amendments. Andrea Brandon seconded the motion, and the motion carried.

FINANCIAL REPORT

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

DPL REPORT

Commissioner Lawson was available to answer questions, but no further report was given.

BOARD ATTORNEY REPORT

2024BOT-00003 – Motion from committee to refer for investigation, second by Jill Phelps.

COMPACT COMMISSION UPDATE

Ms. Causey-Upton reported that the database system is being built, and once it is complete, they will reach out to the Board Specialist and Board Members to try the system and learn how to process applications. The finance company is determining a fee for licensees interested in participating in the compact. They are reviewing the Physical Therapy Compact for a fee recommendation. Legislation does allow a charge to each state to be in the compact; however, no concrete information has been provided yet.

NEW BUSINESS

KOTA Conference – Renee Causey-Upton discussed the upcoming KOTA Conference being held on September 13 -14, 2024, and what needs to be included in the presentation. She presented a draft to

the Board intended to be submitted to the conference, indicating which topics would be presented. Several areas that need to be covered are licensees having trouble navigating the website, Compact updates, and CE tracker. The board discussed who will attend, and Renee Causey-Upton and Jill Phelps will present. Jill Phelps moved to accept the final submission to be sent on talking points. Second by Andrea Brandon, carried.

The licensure report was reviewed, and there is no further discussion.

CONTINUING EDUCATION APPLICATIONS REVIEW:

Thomas Miller made a motion to accept the following recommendations:

- Three (3) applications were received for review.
 - 1 Application approved.
 - 2 Applications deferred.

Andrea Brandon seconded the motion, and the motion carried.

Continuing Education Application Review: One CEU for suicide prevention was approved, one needed a certificate added to the application, and one didn't have a certificate or an accurate reflection of the CEU hours granted.

Applications Review

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

COMPLAINTS COMMITTEE REPORT

2024BOT00003 – Motion by Andrea Brandon to refer for investigation. Second by Hugh Stroth, carried.

A. T. self-report and follow-up – The Committee has approved the documents submitted.

ASSIGNMENTS FOR NEXT MEETING

Ms. Causey-Upton requested that the board members read their current regulations and report with additional items to review. She will also work on 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. Jill Phelps seconded the motion, which was carried.

NEXT SCHEDULED BOARD MEETING

The next board meeting is August 8, 2024, at 1:00 p.m. The complaints committee meeting is scheduled for 12:30 p.m. if needed.

ADIJOURNMENT

Hugh Stroth moved to adjourn the meeting at 1:38 p.m., which Ms. Brandon seconded. The motion carried.