

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY  
MEETING MINUTES  
December 19, 2019**

A regular meeting of the Kentucky Board of Licensure for Occupational Therapy was held at the Mayo-Underwood Building at 500 Mero Street in Frankfort, KY on December 19, 2019.

**MEMBERS PRESENT**

Joshua Ramsey, Chair  
Hugh Stroth  
Joshua Skuller  
Stacy Grider, Secretary  
Shara Page

**MEMBERS ABSENT**

Harold E. Corder II  
Shauna Messer

**DEPARTMENT OF PROFESSIONAL LICENSING**

Isaac VanHoose, Commissioner  
Chessica Nation, Administrative Section Supervisor  
Courtney Cook, Fiscal Section Administrator  
Tasha Stewart, Board Administrator

**OTHERS**

Carson Kerr, Legal Counsel  
Angela Keen  
Morgan Watts  
Breanna McDougall

**CALL TO ORDER**

Mr. Ramsey called the meeting to order at 1:01 p.m.

**CONSENT AGENDA**

Minutes of the October 17, 2019 meeting, as well as legal fees and financial reports for October and November 2019, were presented for the Board's review. Mr. Skuller made a motion to approve the consent agenda as presented. The motion was seconded by Mr. Stroth. Motion carried unanimously.

**DPL REPORT**

Commissioner VanHoose reported that he met with the new cabinet leadership team, including Kerry B. Harvey, secretary. Commissioner VanHoose will let the Board know if any changes affect them.

**BOARD ATTORNEY'S REPORT**

Mr. Kerr reported the Board's former attorney, Jared Downs, resigned to work in the private sector. Mr. Kerr gave the Board's options in terms of legal service moving forward. If the Board wishes to cancel its current contract, it will have to provide a thirty day notice. This contract does expire in June 2020.

**PENDING COMPLAINTS**

- **2018BOT00001:** ongoing
- **2019BOT00001:** ongoing
- **2019BOT00002:** ongoing
- **2019BOT00005:** Mr. Ramsey made a motion to dismiss this complaint. Motion was seconded by Ms. Grider. Motion carried unanimously.

**OLD BUSINESS**

None.

## **NEW BUSINESS**

### **Licensure Status Report**

The Board reviewed the licensure status report.

### **Email Questions**

The Board received two email questions. Ms. Stewart will respond as directed.

### **Elections**

Ms. Grider made a motion to elect Mr. Josh Skuller as Board Chair. Motion was seconded by Mr. Stroth. Motion carried unanimously.

Ms. Page made a motion to elect Mr. Ramsey as Vice Chair. Motion seconded by Mr. Stroth. Motion carried unanimously.

Mr. Ramsey made a motion to elect Mr. Stroth as Secretary. Motion seconded by Mr. Skuller. Motion carried unanimously.

## **APPLICATIONS REVIEW**

Mr. Ramsey made a motion to approve the recommendations of the initial, renewal/reinstatement, CE, DPAM certification, and DPAM course applications reviewed at the meeting, as well as those reviewed online in between meetings. Motion seconded by Mr. Skuller. Motion carried unanimously.

## **ASSIGNMENTS FOR NEXT MEETING – January 9, 2020 @ 1:00PM**

Mr. Kerr:

- Follow up on 2018BOT00001, 2019BOT00001, and 2019BOT00002.

## **APPROVAL OF TRAVEL AND PER DIEM**

A motion was made by Mr. Ramsey to approve travel and per diem for the December 19, 2019 meeting. Motion seconded by Mr. Stroth. Motion carried unanimously.

A motion was made by Mr. Stroth to approve travel and per diem for a November DPAM presentation attended by Mr. Ramsey. Motion seconded by Ms. Page. Motion carried unanimously.

A motion was made by Mr. Ramsey to approve travel for Mr. Skuller's upcoming engagement. Motion seconded by Ms. Page. Motion carried unanimously.

## **ADJOURNMENT**

Mr. Ramsey made a motion to adjourn the meeting at 2:17 p.m. Mr. Stroth seconded the motion and it carried.