

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY
MINUTES**

February 15, 2018

A regular meeting of the Kentucky Board of Licensure for Occupational Therapy was held at the Department of Professional Licensing in Frankfort, KY on February 15, 2018.

MEMBERS PRESENT

Stacy Grider, Chair
Joshua Ramsey, Vice Chair
Kevin Priddy
Hugh Stroth, Secretary

Department of Professional Licensing STAFF

Megan Woodson, Board Administrator
Robin Vick, Administrative Section Supervisor

OTHERS

Jared Downs, Office of Legal Services

MEMBERS ABSENT

Harold E. Corder II
Shara Page

Ms. Grider called the meeting to order at 1:03pm.

Consent agenda - Minutes, Monthly Financial Report and Legal Fees

Minutes of the January 11, 2018 meeting, legal fees for January 2018 and financial report for January 2018 were presented for the Board's review. Mr. Ramsey made a motion to approve the consent agenda as presented. The motion, seconded by Mr. Priddy, carried.

DPL Report

Ms. Woodson advised that DPL has hired one Board Administrator and one Administrative Specialist for the fiscal department.

Pending Complaints

At 1:12pm, Mr. Ramsey made a motion to go into closed session to discuss open complaints pursuant to 61.810(1)(j) and 61.815. Mr. Hugh seconded the motion and the motion carried. At 1:32pm, Mr. Ramsey made a motion to come out of closed session. Mr. Priddy seconded the motion and it carried.

2014-06: Case Manager: Joshua Ramsey - **Ongoing** - Mr. Stroth made a motion for Ms. Grider to sign the proposed settlement agreement on behalf of the Board. Mr. Priddy seconded the motion, it carried. Mr. Ramsey made motion to close the complaint after the settlement agreement is signed. Mr. Priddy seconded the motion and it carried.

2017-04: Case Manager: Stacey Grider - **Ongoing** - Mr. Priddy made a motion to table any investigation until the Board can review the complaint and possible response at the March board meeting. Mr. Ramsey seconded the motion and it carried.

2018-01: Case Manager: Stacey Grider – Mr. Ramsey made a motion to **dismiss**, as the Board does not have enough evidence to warrant a formal investigation. The motion, seconded by Mr Stroth, carried.

Old Business

The Board briefly review regulations and forms. Mr. Downs will review regulations and forms for additional changes and the Board will review at the March meeting.

The Board reviewed the current DPAM regulation and will take no action at this time.

New Business

Mr. Ramsey made a motion to sign the Memorandum of Agreement (MOA) with the Office of Legal Services to have Mr. Downs provided legal services. Ms. Grider seconded the motion and it carried.

Ms. Woodson advised that she RSVP'd for two members to attend the NBCOT State Regulatory Leadership Forum. Mr. Ramsey made a motion to pay for travel and per diem to attend this forum. Mr. Stroth, seconded the motion, it carried.

The Board discussed the request from Shaun Conway, NBCOT Senior Director of External & Regulatory Affairs, asking the Board to consider the possibility of making a state visit. This visit would provide the board members and administrative representatives with current information about certification programs and services with the NBCOT. The Board would like to welcome Mr. Conway to visit at any upcoming board meeting. Ms. Woodson will respond to his request.

The Board briefly discussed sending members of the Board to the AOTA Annual Conference and Expo in Salt Lake City, UT from April 19th – 22nd. Mr. Ramsey made a motion to pay for expenses to send two board members. Mr. Priddy seconded the motion and it carried.

Mr. Ramsey presented an updated version of the Jurisprudence exam where the content itself was not changed, but multiple-choice answers were re-arranged. Ms. Woodson will have the website updated to reflect these changes.

Mr. Priddy made a motion to pay travel and per diem for Mr. Ramsey to present at the Kentucky Occupational Therapy Association DPAM course the weekend of February 24th and February 25th. Mr. Stroth seconded the motion and it carried.

The Board reviewed email inquiries received and Ms. Woodson will respond to those inquiries.

The Board discussed the ability of the Board Administrator to review initial licensure applications for approval. Mr. Ramsey made a motion to allow the Board Administrator to approve initial licensure applications as discussed. Ms. Grider seconded the motion and it carried. Any applications in question of education, criminal history, or unusual circumstance will be presented to the Board for review. Continuing education, renewal, reinstatement, and DPAM applications will continue to be reviewed by the Board.

The Board reviewed the licensure status report and the non-renewals status report.

Applications Review

The following applications for licensure were reviewed and recommended for approval and two application approvals contingent upon submitting official transcripts. A motion was made by Mr. Ramsey to approve the applications. The motion, seconded by Mr. Stroth, carried.

Bannigan, Angela - OT OoS
Erhart, Ann - OT
Heaverin, Megan - OTA OoS
Henry, Rachel - OTA OoS
Hill, Nicole - OTA OoS
Jawahir, Melodie
Keith, Whitney
Lile, Cameron - OT
Mattingly, Farah - OT
Martseller, Alyssa - OTA OoS

A motion was made by Mr. Priddy to accept the recommendations of the license applications and DPAM Specialty Certification application reviews throughout the month. Ms. Grider seconded the motion and it carried.

A motion was made by Mr. Ramsey to accept the recommendations of the DPAM Specialty Certification review and approve applications as presented. Mr. Priddy seconded the motion and it carried.

A motion was made by Mr. Ramsey to accept the recommendation of the continuing education course application review. The motion, seconded by Ms. Priddy, carried.

Assignments for Next Meeting - March 15, 2018 @ 1:00pm

Ms. Woodson:

- Will respond to email inquiries
- Will send 2014-06 settlement agreement to Mr. Downs
- Will review initial applications for approval
- Will email Shaun Conway in regards to the NBCOT state visit

Mr. Downs:

- Will review regulations and forms for possible amendments

Mr. Ramsey:

- Will submit out of state travel forms for NBCOT and AOTA conference

Approval of Travel and Per Diem

A motion was made by Mr. Grider to approve travel and per-diem for today's meeting. The motion, seconded by Mr. Stroth, carried.

Adjournment

Mr. Ramsey made a motion to adjourn the meeting at 2:42 pm. Mr. Stroth seconded the motion and it carried.

The next regular meeting of the Kentucky Board of Licensure for Occupational Therapy is scheduled to be held at 1:00 p.m. on Thursday, March 15, 2018 at the Department of Professional Licensing.