

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY**  
**MEETING MINUTES**  
**October 17, 2019**

A regular meeting of the Kentucky Board of Licensure for Occupational Therapy was held at the Department of Professional Licensing in Frankfort, KY on October 17, 2019

**MEMBERS PRESENT**

Joshua Ramsey, Chair  
Shauna Messer  
Hugh Stroth  
Joshua Skuller  
Stacy Grider, Secretary

**MEMBERS ABSENT**

Harold E. Corder II  
Shara Page

**DEPARTMENT OF PROFESSIONAL LICENSING**

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

**OTHERS**

Jared Downs Legal Counsel  
Jill Phelps  
Shelby Anderson

**CALL TO ORDER**

Mr. Ramsey called the meeting to order at 1:00 pm.

**CONSENT AGENDA**

Minutes of the September 19, 2019 meeting, as well as legal fees and financial reports for September 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.

**DPL REPORT**

Commissioner VanHoose reported that the actual moving date is November 21, 2019. He then mentioned that he hopes the Board maintains its rhythm of consistency during the period of transition from the old building to the new one.

**BOARD ATTORNEY'S REPORT**

No report.

**PENDING COMPLAINTS**

Mr. Ramsey made a motion to go into closed session pursuant to KRS 61.810 1(j). Mr. Stroth seconded the motion and the motion carried at 1:01 p.m.

Mr. Stroth made a motion to come out of closed session. Ms. Grider seconded the motion and the motion carried at 1:13 pm.

- **2018BOT00001:** Ms. Grider made a motion to file a formal complaint. It was seconded by Mr. Skuller and carried.
- **2019BOT00001:** Mr. Ramsey made a motion to open a formal investigation. The motion was seconded by Ms. Stacy Grider and carried.
- **2019BOT00002:** Ms. Stacy Grider made a motion to file a formal complaint. It was seconded by Mr. Skuller and carried.

## **OLD BUSINESS**

### **Regulation Amendments**

According to Mr. Downs, the amendment will be filed by November 15<sup>th</sup>.

## **NEW BUSINESS**

### **Licensure Status Report**

The Board reviewed the licensure status report.

### **Email Questions**

The Board received one email question. Mr. Chukpue-Padmores will respond as directed.

### **November 21<sup>st</sup> Meeting/ Moving Date**

Mr. Ramsey made a motion to cancel the November 21 meeting. It was seconded by Mr. Skuller and carried. Mr. Ramsey also made a motion that a catering is done for the next meeting. It was seconded by Ms. Messer and carried.

## **APPLICATIONS REVIEW**

Mr. Skuller made a motion to approve the recommendations of the initial, renewal/reinstatement, CE, DPAM certification, and DPAM course applications reviewed today, as well as those reviewed online in between meetings. Ms. Messer seconded the motion and it carried.

## **ASSIGNMENTS FOR NEXT MEETING – December 19, 2019 @ 1:00PM**

Mr. Downs:

- Draft formal complaints for 2018BOT00001 and 2019BOT00002.
- File regulation amendments

Plato:

- Contact the investigator for 2019BOT00001

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

A motion was made by Mr. Ramsey to approve travel and per diem for today's meeting. The motion, seconded by Ms. Messer and carried.

## **ADJOURNMENT**

Ms. Messer made a motion to adjourn the meeting at 1:46 p.m. Mr. Stroth seconded the motion and it carried.