

KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY

Complaints Committee Minutes

May 8, 2025

12:00 p.m. ET

Department of Professional Licensing
Frankfort, Kentucky



The Kentucky Board of Licensure for Occupational Therapy Complaints Committee met via Microsoft Teams teleconference and in the Mayo-Underwood Hearing Room at 12:00 p.m. ET on May 8, 2025.

MEMBERS PRESENT

Rhonda Jill Phelps, Board Chair
Hugh Stroth, Secretary

DPL STAFF

Miranda Guarnieri, Board Administrator

MEMBERS ABSENT

Andrea Brandon

LEGAL COUNSEL

Lilly Coiner

Call to Order

Rhonda Jill Phelps, Board Chair, called the meeting to order at 12:05 pm ET.

Approval of Minutes

- April 10, 2025 – A motion was made by Hugh Stroth to approve the minutes as presented and the motion was seconded by Jill Phelps. The motion carried.

Business Required to be Conducted in Closed Session

A motion was made by Jill Phelps to enter a closed session, pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding the applications and complaints at which information protected by KRS 61.810(k) may be discussed. The motion was seconded by Hugh Stroth and the motion carried. The complaints committee entered closed session at 12:06pm.

Jill Phelps made a motion, which seconded by Hugh Stroth, to return to open session at 12:19 p.m. The motion carried, and the Complaints Committee returned to the open session, with the recommendations below.

Complaint Committee Report

- Self – Report (J.C.) --- Board requesting for more information regarding self-report.

Vote on Items Discussed in Closed Session

A motion was made by Jill Phelps to bring the complaint committee recommendations to the Board. The motion was seconded by Hugh Stroth and the motion carried.

Adjournment

A motion was made by Hugh Stroth at 12:21 p.m. ET to adjourn the meeting and the motion was seconded by Jill Phelps. The motion carried.