

KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY

Complaints Committee Minutes

March 12, 2026

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, Conference Room 247 CE at 12:00 p.m. ET on March 12, 2026.

MEMBERS PRESENT

Jill Phelps, Chair

Hugh Stroth, Secretary

Andrea Brandon

DPL STAFF

Miranda Guarnieri, Board Administrator

MEMBERS ABSENT

LEGAL COUNSEL

Lilly Coiner

Call to Order

Jill Phelps, Board Chair, called the meeting to order at 12:03 p.m. ET.

Approval of Minutes

- February 12, 2026– A motion was made by Hugh Stroth to approve the minutes as presented and the motion was seconded by Andrea Brandon. The motion carried.

Business Required to be Conducted in Closed Session

A motion was made by Andrea Brandon 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 Jill Phelps and the motion carried. The complaints committee entered closed session at 12:04 p.m. ET.

Hugh Stroth made a motion, which was seconded by Andrea Brandon, to return to open session at 12:10 p.m. ET. The motion carried, and the Complaints Committee returned to the open session, with the recommendations below.

Complaint Committee Report

- 2025BOT00002 – A motion to send an administrative subpoena, with Board approval was made by Jill Phelps. The motion was seconded by Hugh Stroth and the motion carried.

Adjournment

A motion was made by Andrea Brandon at 12:11 p.m. ET to adjourn the meeting and the motion was seconded by Hugh Stroth. The motion carried and the meeting was adjourned.