



KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY

Complaints Committee Agenda

August 14, 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 Room 206 NW at 12:00 p.m. ET on August 14, 2025.

MEMBERS PRESENT

Rhonda Jill Phelps, Board Chair

Hugh Stroth, Secretary

Andrea Brandon

DPL STAFF

Miranda Guarnieri, Board Administrator

LEGAL COUNSEL

Lilly Coiner, Board Attorney

MEMBERS ABSENT

Call to Order

Rhonda Jill Phelps, Board Chair, called the meeting to order at 12:06 pm ET.

Approval of Minutes

- July 10, 2025 – 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 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 Andrea Brandon and the motion carried. The complaints committee entered closed session at 12:07 pm.

Return to Open Session

Jill Phelps made a motion, seconded by Andrea Brandon, to return to open session at 12:27 pm. The motion carried and the Complaints Committee returned to the open session, with the recommendations below:

Complaint Committee Report

- 2025BOT00001 – waiting for more information
- 2024BOT00002 – waiting for more information
- 2025BOT00003 – motion to dismiss

Vote on Items Discussed in Closed Session

A motion was made by Andrea Brandon to bring the complaints committee recommendations to the Board. The motion was seconded by Hugh Stroth and the motion carried.

Adjournment

A motion was made by Jill Phelps at 12:25 p.m. ET to adjourn the meeting and the motion was seconded by Andrea Brandon. The motion carried and the meeting was adjourned.