



Andy Beshear
GOVERNOR

Jacqueline Coleman
LIEUTENANT GOVERNOR

PUBLIC PROTECTION CABINET

**Kentucky Department of Professional
Licensing**

Kentucky Board of Licensure for Occupational
Therapy
500 Mero Street, 2 NE 33
Frankfort, Kentucky 40601
Phone: (502) 782-8807

DJ Wasson
SECRETARY

Brian Raley
DEPUTY SECRETARY

Kristen Lawson
COMMISSIONER

Board Meeting Minutes for August 13, 2026

Approval of Minutes

A motion was made by Thomas Miller to approve the minutes from the July 9, 2026, Board meeting. The motion was seconded by Andrea Brandon and the motion carried.

Board Members and Staff Present

- Rhonda Jill Phelps, Board Chair
- Hugh Stroth, Secretary
- Andrea Brandon, Board Member
- Thomas Miller, Board Member
- Sara Santo, Board Member
- Gabe Dent, Administrative Supervisor
- Miranda Guarnieri, Administrative Specialist
- Kristen Lawson, Commissioner
- Cathy Falconer, General Counsel
- Jenna Wells, Administrative Specialist
- Karissa Herrera, Guest
- Geela Spira, Guest

New Business

Call to Order

Rhonda Jill Phelps called the meeting to order at 1:01 p.m.ET.

Licensure Report

The Board reviewed the licensure report for August 2026.

Financial Report

The Board reviewed the July 2026 financial report and did not have any questions or concerns.

DPL Report

No news was reported.

Board Attorney's Report

No news was reported.

Compact Commission Update

- The OTCC have passed two new rules.
- The Board discussed the need to complete the data sharing agreement but no determination was made at this time.

Old Business

No old business was discussed.

New Business

ORI Update – we are in process of obtaining our ORI but awaiting confirmation on our application review from the FBI.

Continuing Education/Application Review

A motion was made to approve the continuing education courses with modifications by Andrea Brandon. The motion was seconded by Thomas Miller and the motion carried.

Complaints Committee Report

2026 BOT 00001 – The Complaints Committee recommend a letter of admonishment, two hours of ethics, and proof of completion of substance use program for the above referenced complaint. A motion was made by Thomas Miller to accept the recommendations of the complaints committee. The motion was seconded by Sara Santo and the motion carried.

Assignments for Next Meeting

None. The next meeting is September 10, 2026.

Approval of Travel and Per Diem

A motion was made by Thomas Miller for Rhonda Jill Phelps to receive travel and per diem for the KOTA annual conference. The motion was seconded by Hugh Stroth and the motion carried.

A motion was made for travel and per diem by Sara Santo and the motion was seconded by Andrea Brandon. The motion carried.

Adjournment of Meeting

A motion was made for adjournment by Thomas Miller. The motion was seconded by Andrea Brandon, and the motion carried. The meeting was adjourned at 1:36 p.m. ET.