



KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY

Board Meeting Minutes, December 11, 2025, at 1:00 p.m. ET

Via Teams / 500 Mero Street, Frankfort, KY 40601

A regular Board Meeting of the Kentucky Board of Licensure for Occupational Therapy was held at the Department of Professional Licensing, 500 Mero St, Frankfort, KY 40601, in The Mayo-Underwood Building, Room 206 NW and via Teams on December 11, 2025, at 1:00 pm ET.

MEMBERS PRESENT

Jill Phelps, Chair
Scott DeBurger, Vice Chair
Dr. Thomas Miller
Sara Santo
Lindsey Jones

MEMBERS ABSENT

Andrea Brandon
Hugh Stroth

DEPARTMENT OF PROFESSIONAL LICENSING

Kristin Lawson, Commissioner
Miranda Guarnieri, Board Specialist Senior
Jenna Wells, Administrative Specialist Senior

LEGAL COUNSEL

Lilly Coiner, Board Counsel

GUEST PRESENT

CALL TO ORDER

Jill Phelps, Board Chair, called the meeting to order at 1:05 p.m. ET.

MINUTES

The meeting minutes from the November 13, 2025, Board Meeting were reviewed. A motion was made by Thomas Miller to approve the minutes, and the motion was seconded by Scott DeBurger. The motion carried.

FINANCIAL REPORT

The Board reviewed the November 2025 financial report. A motion was made by Thomas Miller for funds to be transferred in state travel and legal services. The motion was seconded by Jill Phelps and the motion carried.

DPL REPORT

Commissioner Lawson stated that KBLOT will have a new supervisor starting in January.

BOARD ATTORNEY'S REPORT

The regulations 201 KAR 28:060 and 201 KAR 28:170 have been filed with the Legislative Research Commission.

COMPACT COMMISSION UPDATE

The Board will need a lobbyist to change a statute to allow for fingerprinting of

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licensees/applicants so we can meet the FBI requirements.

OLD BUSINESS

No old business was discussed.

NEW BUSINESS

The Board reviewed the licensure report and had no questions or concerns. The number of licensees continue to rise.

A motion was made by Thomas Miller for Board meetings in 2026 to be held on the second Thursday of each month at 1:00 pm ET. With a complaints meeting prior, at 12:00 pm ET, if necessary. The motion was seconded by Scott DeBurger and the motion carried.

CONTINUING EDUCATION REVIEW

Scott DeBurger made a motion to approve all CEUs and applications. The motion was seconded by Thomas Miller, and the motion carried.

COMPLAINT COMMITTEE REPORT

No news to report.

REPORT ASSIGNMENTS FOR NEXT MEETING

January 8, 2026 – There are no assignment for the next meeting.

APPROVAL OF TRAVEL AND PER DIEM

A motion was made by Thomas Miller to approve travel and per diem and was seconded by Sara Santo. The motion carried.

ADJOURNMENT

A motion was made at 1:22 p.m. ET by Sara Santo to adjourn the meeting and Lindsey Jones seconded the motion. The motion carried and the meeting was adjourned.

Rhonda Jill Phelps

KBLot Board Chair