



KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY

Board Meeting Minutes

March 12, 2026, 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 247 CE and via Teams on March 12, 2026, at 1:00 p.m. ET.

MEMBERS' PRESENT

Jill Phelps, Chair
Scott DeBurger, Vice Chair
Hugh Stroth, Secretary
Dr. Thomas Miller
Andrea Brandon
Lindsey Jones
Sara Santo

DEPARTMENT OF PROFESSIONAL LICENSING

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

LEGAL COUNSEL

Lilly Coiner, Board Counsel

MEMBERS ABSENT

GUESTS

Jessica Lynn, NBCOT

CALL TO ORDER

Jill Phelps, Board Chair, called the meeting to order at 1:00 p.m. ET.

MINUTES

The meeting minutes from February 12, 2026, Board Meeting were reviewed. A motion was made by Thomas Miller to approve the minutes, and the motion was seconded by Sara Santo. The motion carried.

FINANCIAL REPORT

The Board reviewed the February 2026 financial report.

DPL REPORT

Commissioner Lawson did not have any news to report.

BOARD ATTORNEY'S REPORT

Board Counsel stated that the compact regulations were approved by both the Senate and the House and should be effective shortly.



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COMPACT COMMISSION UPDATE

- Four states are now operational in the OTCC.
- The state fee will be reimbursed monthly.

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 increased for this month's report.
- A motion was made by Thomas Miller to approve all contracts with DPL. The motion was seconded by Scott DeBurger and the motion carried.

APPLICATIONS REVIEW

A motion was made by Scott DeBurger to approve all CEUs and applications. The motion was seconded by Hugh Stroth, and the motion carried.

COMPLAINT COMMITTEE REPORT

A motion was made by Thomas Miller to adopt the complaints committee recommendation to issue an administrative subpoena. The motion was seconded by Andrea Brandon and the motion carried.

REPORT ASSIGNMENTS FOR NEXT MEETING

April 9, 2026 – Review the OTCC Rules.

APPROVAL OF TRAVEL AND PER DIEM

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

ADJOURNMENT

A motion was made at 1:16 p.m. ET by Sara Santo to adjourn the meeting and Andrea Brooks seconded the motion. The motion carried and the meeting was adjourned.

Rhonda Jill Phelps

KBLOT Board Chair