



KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY

Board Meeting Agenda

May 14, 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 127 CW and via Teams on May 14, 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
Kristen Neville

CALL TO ORDER

Jill Phelps, Board Chair, called the meeting to order at 1:01 p.m. ET.

MINUTES

The meeting minutes from April 9, 2026, 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 April 2026 financial report and did not have questions or concerns at this time.

DPL REPORT

Commissioner Lawson asked the Board to send any success stories in the OT community to the Board Administrator. The Commissioner also thanked Board members for coming to the Board training.

BOARD ATTORNEY'S REPORT

A motion was made by Thomas Miller to enable Counsel to complete the regulations as presented. The motion was seconded by Andrea Brooks and the motion carried.



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COMPACT COMMISSION UPDATE

- A motion was made by Sara Santo for Counsel to update the regulations due to the new rules of the OTCC. The motion was seconded by Scott DeBurger and the motion carried.

OLD BUSINESS

No old business was discussed.

NEW BUSINESS

- Licensure Report - The Board reviewed the licensure report and had no questions or concerns. The number of licensees increased for this month's report.
- ORI Request Form - A motion was made by Scott DeBurger to have the KBLOT chair, the Board Administrator and the Board Counsel to complete the ORI Request Form and have it sent to the Kentucky State Police.

APPLICATIONS REVIEW

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

COMPLAINTS COMMITTEE REPORT

A motion was made by Thomas Miller to approve the following recommendations. The motion was seconded by Sara Santo and the motion carried:

- 2025BOT00002 – inquire with the licensee
- Acknowledgement of Offense – issue a response letter

REPORT ASSIGNMENTS FOR NEXT MEETING

June 11, 2026 – No assignments.

APPROVAL OF TRAVEL AND PER DIEM

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

ADJOURNMENT

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

Rhonda Jill Phelps

KBLOT Board Chair