

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY**  
**Meeting Minutes**  
**September 12, 2024**

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 Hearing Room 133CE and via Teams on September 12, 2024, at 1:00 pm ET.

**MEMBERS PRESENT**

Renee Causey-Upton, Chair  
Jill Phelps, Vice Chair  
Hugh Stroth, Secretary  
Dr. Thomas Miller  
Scott DeBurger  
Andrea Brandon  
Sara Santo

**DEPARTMENT OF PROFESSIONAL LICENSING**

Lyndsay Sipple, Administrative Supervisor  
Miranda Guarnieri, Board Specialist  
Jenna Wells, Administrative Specialist Senior  
Kristen Lawson, Commissioner

**LEGAL COUNSEL**

Daniel Leffel

**MEMBERS ABSENT**

**GUEST**

Geela Spira

**CALL TO ORDER**

Renee Causey-Upton called the meeting to order at 1:03 p.m.

**MINUTES**

The meeting minutes from the August 8, 2024, Board Meeting were presented for review. A motion was made by Hugh Stroth, and seconded Andrea Brandon, the motion carried.

**FINANCIAL REPORT**

The Board reviewed the financial report from August 2024. The Board had no questions or concerns.

**DPL REPORT**

Commissioner Lawson did not have anything to report but is here to answer any questions.

**BOARD ATTORNEY'S REPORT**

Daniel Leffel is filling in for the Board attorney, Clay Patrick. Mr. Leffel does not have any new information to share with the Board.

**COMPACT COMMISSION UPDATE**

Renee Causey-Upton believes by April of next year, the onboarding process will begin with states that are in the compact. Hopefully by August 2025, we can issue compact privileges. For each state, all licensees will be added into that database. Mr. Leffel will speak to our Board attorney,

Clay Patrick, about the perimeters for sharing information. The statute of compact registration states that anyone pursuing a compact privilege will require an FBI background check. The compact commission fee was voted on and approved for \$75.00.

### **OLD BUSINESS**

The KOTA PowerPoint was re-organized, but no content was changed. Ms. Guarnieri was added as the new Board administrator.

### **NEW BUSINESS**

- The Regulation Review Committee meets on September 24, 2024. An update will be presented at our next Board meeting.
- A motion was made by Hugh Stroth to set the meeting dates for next year as the second Thursday, monthly, at 1:00 pm ET. Jill Phelps seconded the motion, and the motion carried.

### **LICENSURE REPORT**

The Board reviewed the licensure report and did not have any questions or concerns.

### **CONTINUING EDUCATION APPLICATION REVIEW**

A motion was made by Thomas Miller to approve the CEU courses as stated and to approve CEUs at a lower amount, due to misinformation listed in the applications. Jill Phelps seconded the motion, and the motion carried.

### **APPLICATION REVIEW**

There were no outstanding applications to review.

### **COMPLAINTS COMMITTEE REPORT**

Complaint Committee did not meet this month. The committee will meet prior to the regular Board meeting, on October 10, 2024.

### **REPORT ASSIGNMENTS FOR NEXT MEETING**

There are no assignments for next meeting, but everyone is invited to the KOTA conference.

### **NEXT SCHEDULED BOARD MEETING**

The next board meeting is October 10, 2024, at 1:00 p.m. ET. The complaints committee meeting is scheduled for 12:30 p.m. ET.

### **APPROVAL OF TRAVEL AND PER DIEM**

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

### **ADJOURNMENT**

A motion was made by Hugh Stroth to adjourn the meeting at 1:45 p.m. and seconded by Sara Santo. The motion carried.