

**KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD
MEETING MINUTES
March 23, 2018**

A regular meeting of the Applied Behavior Analyst Licensing Board was held at the Department of Professional Licensing (DPL) at 911 Leawood Drive, Frankfort, Kentucky, on March 23, 2018.

MEMBERS PRESENT

Tammy H. Natof, Chair
Allan Allday
Jonathan Keefe
Erick Dubuque
Jennifer Salvina
Dana Emmitt-Hall

DEPARTMENT OF PROFESSIONAL LICENSING

Megan Woodson, Board Administrator

PUBLIC PROTECTION CABINET

Isaac VanHoose, Commissioner
Quincy Ward, Office of Legal Services

MEMBERS ABSENT

Scott Brinkman

CALL TO ORDER

Tammy H. Natof, Board Chair called the meeting to order at 10:15a.m.

MINUTES

A motion was made by Mr. Dubuque to approve the minutes for the February 23, 2018 meeting with changes. Motion, seconded by Mr. Allday, carried.

FINANCIAL REPORT

The Board reviewed the financial statement for the month ending February 28, 2018.

DPL REPORT

Mr. Vanhoose advised that because HB 465 did not pass, the re-organization of boards will not be happening in the near future. Mr. Vanhoose advised this will allow focus to be on our current license boards and online system.

LICENSURE STATUS REPORT

The Licensure Status Report was presented to the Board for review. The report showed there are currently (203) active behavior analysts along with twelve (12) active licensed assistant behavior analysts. The report also indicated seven (7) licensed temporary behavior analysts and zero (0) temporary behavior analyst assistants. No further action was required.

NEW BUSINESS

The Board discussed the possibility of creating an inactive status for licensees to utilize while they are not currently practicing in the state. Ms. H. Natof and Mr. Dubuque will coordinate with Mr. Ward to identify proposed language for updating the administrative regulations.

Ms. Woodson advised that the investigative contract the Board has with MNM Consulting will expire June 30, 2018 and that it does have a two (2) year renewal clause if the Board wishes to continue their services. Mr. Dubuque made a motion to renew the Board's investigative contract. Mr. Allday seconded the motion and it carried.

OLD BUSINESS

The Board briefly discussed that their practice alert email was emailed to BACB certificates in Kentucky and neighboring states.

Ms. H. Natof advised that after some research, she found out that all BACB approved online programs are now accepting Kentucky applicants. Ms. Woodson will relay this information to the public who call with questions about seeking licensure.

Mr. Keefe presented an updated version of the guidance and goal examples for the Annual Supervisory Plan. Mr. Allday made a motion to post this document to the Board’s website. Ms. Emmitt-Hall seconded the motion. Motion carried.

The Board will continue to discuss and monitor temporary license practice issues.

Ms. Emmitt-Hall provided a brief update on the needs of the Kentucky Advisory Council on Autism. The Board will continue their collaborative efforts with KYACA.

LEGAL COUNSEL

Mr. Ward updated the Board briefly on pending complaints. He will also assist Ms. H. Natof on the review of the Board’s regulations.

COMPLAINTS COMMITTEE

2017-01 – Ongoing

2018-01 – Ongoing – Mr. Allday made a motion for Mr. Ward to draft a written, private admonishment. Mr. Dubuque seconded the motion and it carried.

APPLICATIONS REPORT

The application committee made a recommendation to approve two (2) licensure applications and two (2) renewal applications:

Houck, Nicolas – LBA	Goldman, David – LBA Renewal
Raftery, Brian – LBA	Stucker, Threase – LBA Renewal

A motion was made by Mr. Keefe to approve the recommendations of the applications committee. Motion, seconded by Mr. Allday, carried.

APPROVAL OF TRAVEL

A motion was made by Mr. Keefe to approve travel and per diem for all eligible members attending today’s meeting. The motion, seconded by Mr. Dubuque, carried.

ADJOURN

Mr. Allday made a motion to adjourn at 11:53a.m., having no further items of discussion. The motion, seconded by Mr. Dubuque, carried.

Tammy H. Natof, Chair