

**KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD
MEETING MINUTES
November 15, 2019**

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 November 15, 2019.

MEMBERS PRESENT

Jonathan Keefe, Chair
Dr. Erick Dubuque, Vice-Chair
Dana Emmitt-Hall
Ashley Ratliff
Jennifer Salvina

DPL STAFF

Chessica Nation, Administrative Section Supervisor
David Trimble on behalf of Bryan Morrow
Isaac VanHoose, Commissioner

MEMBERS ABSENT

Allan Allday
Scott Brinkman

CALL TO ORDER

Jonathan Keefe, Board Chair, called the meeting to order at 10:00 a.m.

MINUTES

Dr. Erick Dubuque made a motion to approve the minutes for the October 25, 2019 meeting as amended. Ashley Ratliff seconded the motion and the motion carried.

FINANCIAL REPORTS

The Board reviewed the financial statements for the months of October 2019. No further action required.

DPL REPORT

Commissioner VanHoose provided updated details regarding DPL's move to the Mayo-Underwood building and possible staff changes within the department.

LICENSURE STATUS REPORT

The Licensure Status Report was presented to the Board for review. The report showed there are currently three hundred and thirteen (313) active licenses: two hundred and ninety-two (292) active behavior analysts; Thirteen (13) active licensed assistant behavior analysts; eight (8) licensed temporary behavior analysts; and zero (0) temporary behavior analyst assistants.

Dr. Erick Dubuque reviewed BCBA certifications to Active Kentucky ABA individuals and determined more on the certification list that aren't listed.

Due to discrepancy a motion was made by Jennifer Salvina to spend \$10 for listserv. Dana Emmitt-Hall seconded the motion and the motion carried.

SUPERVISION COMPLIANCE REPORT

The Supervision Compliance Report was presented to the Board for review. The report showed there are currently thirteen (13) assistant behavior analysts under supervision and eight (8) temporary behavior analysts under supervision. Five (5) supervision reports due.

Jonathan Keefe made a motion to send a letter to Jessica Chiri-Crawford a **CEASE & DESIST** letter. The motion was seconded by Ashley Ratliff and it carried.

Ashley Ratliff made a motion to send letters to Kimberly Cabrera, and Misty Murray advising that they have 14 days to submit their annual reports or the board will consider taking action at the next meeting. The motion was seconded by Dr. Erick Dubuque and it carried.

OLD BUSINESS

The Board set the following dates for its meeting in 2020:

- January 24th February 28th
- March 27th April 24th
- May 29th June 26th
- July 24th August 28th
- September 25th October 23rd
- November 20th (tentative – will verify room availability)

Blessings Unleashed

Medicare Updates

Anthem Billings

NEW BUSINESS

No new business at this time

LEGAL COUNSEL

David discussed the possibilities of staff changes within the Department of Professional Licensing involving the new administration change.

APPLICATIONS REPORT

The applications committee made a recommendation to approve three (3) licensure applications:

Blair, Amy Jo. - LBA
Curnutte, John D. - LBA
Simmons, Sean P. – LBA BACB received & uploaded

Dr. Erick Dubuque made a motion to accept the recommendations. Dana Emmitt-Hall seconded the motion and the motion carried.

COMPLAINTS COMMITTEE

The complaints committee reviewed a licensing concerned correspondence for possible unlicensed practice regarding Hopebridge

Jennifer Salvina made a motion to send a CEASE and DESIST letter drafted by legal counsel. Dr. Erick Dubuque seconded the motion and it carried.

APPROVAL OF TRAVEL

Jennifer Salvina made a motion to approve travel and per diem for all eligible members attending today's meeting. Ashley Ratliff seconded the motion and the motion carried.

ADJOURN

Jennifer Salvina made a motion to adjourn at 10:56 a.m. having no further items of discussion. The motion was seconded by Dr. Erick Dubuque and the motion carried.


Jonathan Keefe, M.Ed., BCBA, LBA
Jonathan Keefe, Chair