

**KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD**  
**MEETING MINUTES**  
**October 27, 2023**

A regular board meeting of The Applied Behavior Analyst Licensing Board was held by The Department of Professional Licensing (DPL) at 500 Mero St., Frankfort, KY 40601 via Zoom and in the Mayo-Underwood Conference room 127CW.

**MEMBERS PRESENT**

Kirsti Singer  
Nicole Newsom  
Jennifer Tucker  
Ashley Clark  
Jennifer Pollard  
Jonathan Keefe

**DPL STAFF PRESENT**

Niki Sharp Board Administrator  
Barry N. Sullivan, Board Counsel  
Kristen Lawson, Commissioner  
Jeff Bardroff Board Administrator  
Lyndsay Sipple Admin Section Supervisor

**MEMBERS ABSENT**

Jessica Vance-Morgan

**GUEST**

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**CALL TO ORDER**

**APPROVAL OF MINUTES**

The board reviewed and amended a typo on a name from the September 22, 2023, meeting minutes. Jonathan Keefe made the motion to approve the meeting minutes. Kirsti Singer seconded the motion, and the motion carried.

**FINANCIAL STATEMENT**

The board reviewed the financial statements for September 2023 with no additional questions.

**DPL REPORT**

Commissioner Lawson shared that there was nothing to report and no questions or concerns.

**LEGAL COUNSEL**

Barry Sullivan shared that there was a regulation that was set to expire. He sent a letter out to keep the regulation in good standing. The regulation was 201 43 110, and it deals with per diem.

**OLD BUSINESS**

The Board discussed ethical concerns regarding AI and encouraged people to use caution when using this form. Ashley Clark stated that she worked on the newsletter and assessment, and the board decided to table this again for the next meeting.

**NEW BUSINESS**

The regulation meeting reported that they had delegated different regulations to compare notes on KY and National regulations and continue with this. The checklist is updated on the website.

The Board Administrator suggested that the board have an e-services training to assist with eServices questions.

Discussed BACB that is occurring on March 7<sup>th</sup>. Debated on sending representatives to the regulator's conference. APPA is planning to waive conference fees. Inquire BACB about standards and discuss ethics and ethics cases. Jonathan Keefe, Kirsti Singer, and Ashley Clark are all interested in attending. Ashley Clark stated that she would email about the BACB conference and check if there is a limit for those to attend the conference.

Jonathan Keefe motioned for board members, legal counsel, and the Board Administrator to attend. Kirsti Singer seconded the motion. Motion carried.

The board reviewed the BACB newsletter from September 2023.

### **LICENSURE STATUS REPORT**

The Licensure Status Report was presented to the Board for review. The report showed there are currently (656) active licenses: (610) active behavior analysts; (26) active assistant behavior analysts with (2) being Active-Active Not Eligible to Practice; (16) active licensed temporary behavior analysts with (0) being Active-Active Not Eligible to Practice, (4) temporary licensed assistant behavior analyst.

### **SUPERVISION COMPLIANCE REPORT**

None

### **APPLICATIONS COMMITTEE REPORT**

The Application Committee reviewed 20 applications and recommended approving all 20 applications. The application Committee made a motion to approve the recommendations. Jonathan Keefe seconded the motion, and the motion carried.

### **COMPLAINTS COMMITTEE REPORT**

In reference to complaint 2023ABA00001, the committee recommended investigating further and hiring a third-party investigator. Ashley Clark made the motion, and Jennifer Pollard seconded the motion, and the motion carried.

### **TRAVEL & PER DIEM**

A motion was made by Kirsti Singer, and Jonathan Keefe seconded the motion, and the motion carried.

### **NEXT MEETING**

The next board meeting will occur on Friday, November 17, 2023, at 500 Mero St., Frankfort, KY 40601, at the Mayo-Underwood Building. The Regulations and Complaints Committees will meet prior, at 9:00 a.m., with the board meeting to follow at 10:00 a.m.

### **ADJOURN**

Kirsti Singer made a motion to adjourn at 11:16 a.m. with no further discussion items. Jennifer Tucker seconded the motion, and the motion carried.

### **APPLICATIONS COMMITTEE REPORT**

The Application Committee reviewed 28 applications and made the recommendation to approve all 28 applications. The application Committee made a motion to approve the applications committee's recommendations, Kirsti Singer seconded the motion and the motion carried.

### **COMPLAINTS COMMITTEE REPORT**

None

### **TRAVEL & PER DIEM**

A motion was made by Jennifer Pollard to approve travel and per diem for all members attending the July 28, 2023 meeting. Kirsti Singer seconded the motion and the motion carried.

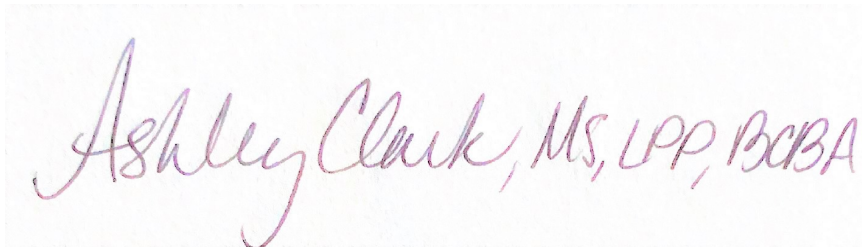
Ashley Clark purchased a \$125.87 comfort planter for the late Stephen Forman. Kirsti singer made the motion to reimburse Ashley Clark for the planter, and Jessica Vance-Morgan seconded the motion and the motion carried.

### **NEXT MEETING**

The next scheduled board meeting will take place on Friday, August 25, 2023, at 500 Mero St. Frankfort, KY 40601 at the Mayo-Underwood Building. The Complaints Committees will meet prior, at 9:00 a.m., with the board meeting to follow at 10:00 a.m.

### **ADJOURN**

Kirsti Singer made a motion to adjourn at 11:29 a.m. having no further items of discussion. Jennifer Tucker seconded the motion and the motion carried.



Ashley Clark, MS, LPP, BCBA