

KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD

MEETING MINUTES

February 28, 2025

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 259SW.

MEMBERS PRESENT

Kirsti Singer
Jennifer Tucker
Jennifer Pollard
Jonathan Keefe
Nicole Newsom

DPL STAFF PRESENT

Niki Sharp, Board Administrator
Kristen Lawson, Commissioner
Daniel Leffel, Board Counsel

MEMBERS ABSENT

Jessika Vance-Morgan

GUEST

CALL TO ORDER

Kirsti Singer called the meeting to order at 10:05am

APPROVAL OF MINUTES

The board reviewed the meeting minutes from the January 24, 2025 board meeting. Jennifer Pollard made the motion to approve the meeting minutes, Jonathan Keefe seconded the motion and the motion carried.

FINANCIAL STATEMENT

The board reviewed the financial statements for January 2025 with no additional questions.

DPL REPORT

Commissioner Lawson shared a reminder for the board training and where to sign up and register. Also shared that there has not been any movement for a new board member as of yet.

LEGAL COUNSEL

None

OLD BUSINESS

Discussions of issues with dual certification changes. Jonathan Keefe stated that there was a longer runway so that they can hold the lower credential until they make it up to a higher credential. It was supposed to be a 90 day window in between the move and BCAB took it as a 90 day warning. KASP is working on the advocacy on this and Rebecca Womack at BCAB is working as well. Lower credential should hold for 90 days however expiration can change this timeline.

NEW BUSINESS

Discussion of newsletter committee with adding Nicole Newsome and possibly Jessika Vance-Morgan (unknown at this time if Jessika Vance Morgan can since she was not present at this meeting and would discuss at the next meeting). Discussion of a draft deadline to be next month or by next month and 2022 was the last year of having a newsletter. Discussion of what the context could be about dual certification, summary of application processes, and vineland 3 TriCare. Possibly visit next month and discuss more in depth on outline and content.

Discussion removal of meeting minutes on website that were posted and adding the correct ones, the ones posted were from OT on April 11 2024. Add meeting minutes on to website from 2024 on to current 2025. Jennifer Pollard made the motion for this and Jennifer Tucker seconded the motion. Discussion of Kirsti Singer attending the APBA conference. Jennifer Pollard made the motion and Jonathan Keefe seconded the motion.

LICENSURE STATUS REPORT

The Licensure Status Report was presented to the Board for review. The report showed there are currently (792) active licenses: (750) active behavior analysts; (24) active assistant behavior analysts with (2) being Active-Active Not Eligible to Practice; (16) active licensed temporary behavior analysts with (3) being Active-Active Not Eligible to Practice, (2) temporary licensed assistant behavior analyst.

SUPERVISION COMPLIANCE REPORT

None

APPLICATIONS COMMITTEE REPORT

The Application Committee reviewed 24 applications and made the recommendation to approve all 24 applications. The application Committee made a motion to approve the applications committee's recommendations, Jonathan Keefe seconded the motion and the motion carried.

COMPLAINTS COMMITTEE REPORT

JA- Counsel find public documents to report to national. The Complaints Committee made a motion to approve the committee's recommendations, Jennifer Pollard seconded the motion and the motion carried.

TRAVEL & PER DIEM

A motion was made by Jonathan Keefe to approve travel and per diem for all members attending the February 28, 2025 meeting. Jennifer Tucker seconded the motion and the motion carried.

Per diem:

Jennifer Pollard- 2/27

Nicole Newsom- 2/27

Jessika Vance Morgan- 2/27

NEXT MEETING

The next scheduled board meeting will take place on Friday, March 28, 2025, 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. The regulations committee will meet on 3/11/25 at 10am.

ADJOURN

Jennifer Pollard made a motion to adjourn at 11:18 a.m. having no further items of discussion. Jennifer Tucker seconded the motion and the motion carried.

Kirsti Singer Board Chair

A handwritten signature in black ink that reads "Kirsti Singer". The signature is written in a cursive, flowing style.