

KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD

MEETING MINUTES

July 25, 20265

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
Jessika Vance-Morgan
Nicole Newsom
Jonathan Keefe

DPL STAFF PRESENT

Niki Sharp, Board Administrator
Kristen Lawson, Commissioner
Daniel Leffel, Board Counsel
April Alsabrook, Administrative Supervisor

MEMBERS ABSENT

GUEST

CALL TO ORDER

The meeting was called to order at 10:06am.

APPROVAL OF MINUTES

The board reviewed the meeting minutes from the June 27, 2025 board meeting. Jonathan Keefe made the motion to approve the meeting minutes, Jennifer Pollard seconded the motion and the motion carried.

FINANCIAL STATEMENT

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

DPL REPORT

Commissioner Lawson shared that April is moving on to another position. DPL is very busy with hiring new staff. Names have been submitted for psychology position and waiting on probably back ground checks.

LEGAL COUNSEL

Daniel Leffel stated that the cabinets general counsel is moved out and the deputy is moving into that position.

OLD BUSINESS

No news letter; Kirsti Singer stated that last month there was a discussion of a newsletter and the things that can be included in it for licensees. Wanting to include helpful tips and tricks for new incoming board members as well. Discussion of forms to make easier and more clear for the ANE trainings. Supervision forms do not follow our regulations and regulations don't follow along with BCBA. We need to make sure things fall in alignment.

NEW BUSINESS

None

LICENSURE STATUS REPORT

The Licensure Status Report was presented to the Board for review. The report showed there are currently (826) active licenses: (775) active behavior analysts; (26) active assistant behavior analysts with (1) being Active-Active Not Eligible to Practice; (21) active licensed temporary behavior analysts with (1) being Active-Active Not Eligible to Practice, (4) temporary licensed assistant behavior analyst.

SUPERVISION COMPLIANCE REPORT

None

APPLICATIONS COMMITTEE REPORT

The Application Committee reviewed 14 applications and made the recommendation to approve all 14 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

None

TRAVEL & PER DIEM

A motion was made by Jonathan Keefe to approve travel and per diem for all members attending the July 25, 2025 meeting. Jennifer Pollard seconded the motion and the motion carried.

Jessika Vance-Morgan: 7/24/25

Nicole Newsom: 7/24/25

Jennifer Pollard: 7/24/25

NEXT MEETING

The next scheduled board meeting will take place on Friday, August 22, 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.

ADJOURN

Jonathan Keefe made a motion to adjourn at 11:09 a.m. having no further items of discussion. Jennifer Pollard seconded the motion, and the motion carried.

Kirsti Singer Board Chair

A handwritten signature in black ink that reads "Kirsti Singer". The script is cursive and fluid, with the first name "Kirsti" and last name "Singer" clearly legible.