

KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD

MEETING MINUTES

June 27, 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 127CW.

MEMBERS PRESENT

Kirsti Singer
Jennifer Tucker
Jonathan Keefe
Jennifer Pollard
Jessika Vance-Morgan

DPL STAFF PRESENT

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

MEMBERS ABSENT

Nicole Newsome

GUEST

Robert Wallad

CALL TO ORDER

The ABA meeting was called to order at 10:06am by Kirsti Singer

APPROVAL OF MINUTES

The board reviewed the meeting minutes from the May 23, 2025 board meeting. Jonathan Keefe made the motion to approve the meeting minutes, Jessika Vance-Morgan seconded the motion and the motion carried.

FINANCIAL STATEMENT

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

DPL REPORT

April Alsabrook responded for the commissioner since she was out today. She introduced Cathy as the new lawyers supervisor. Working on getting a new person to fill the psychology spot.

LEGAL COUNSEL

Daniel Leffel stated that regulations are having a little speed bump. Final draft will be viewable for the board at the next board meeting.

OLD BUSINESS

Nothing new

NEW BUSINESS

The board delved into discussion about a newsletter. Pulling the pdf up and working on it while having ideas about what they do as a board member. Kirsti is dropping it off into teams to be viewed by everyone.

Discussion of cleaning up the website. Add stuff to the website to make it more readable. Annual newsletter posted especially with the updates that will come in 2027. Field trip discussion for a board member to discuss regulations with regulators. December use board meeting as a replacement to focus on newsletter.

LICENSURE STATUS REPORT

The Licensure Status Report was presented to the Board for review. The report showed there are currently (820) active licenses: (771) active behavior analysts; (27) active assistant behavior analysts with (0) being Active-Active Not Eligible to Practice; (19) active licensed temporary behavior analysts with (1) being Active-Active Not Eligible to Practice, (3) temporary licensed assistant behavior analyst.

SUPERVISION COMPLIANCE REPORT

Discussion moved to closed session

APPLICATIONS COMMITTEE REPORT

The Application Committee reviewed 28 applications and made the recommendation to approve all 11 applications. The application Committee made a motion to approve the applications committee's recommendations, Jennifer Tucker seconded the motion and the motion carried.

COMPLAINTS COMMITTEE REPORT

DR issued for board complaints. The complaints committee made this recommendation and made a motion to move forward with the decision, Jennifer Pollard seconded the motion and the motion carried.

TRAVEL & PER DIEM

A motion was made by Jennifer Tucker to approve per diem for all members attending the June 27, 2025 meeting. Jonathan Keefe seconded the motion and the motion carried.

Jessika Vance-Morgan- 6/26

Jennifer Pollard- 6/26

Nicole Newsom- 6/26

NEXT MEETING

The next scheduled board meeting will take place on Friday, July 25, 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

Jessika Vance-Morgan made a motion to adjourn at 11:50 a.m. having no further items of discussion. Jennifer Pollard seconded the motion and the motion carried.

Closed Session

The ABA board went in to closed session at 10:55am. Jonathan Keefe made the motion to move into closed session and Jessika Vance-Morgan seconded the motion. Regarding UC the application is approved and good to go. Regarding JT waiting for the degree whether it be transcript or copy of certificate to come through before approval. Regarding AB the board recommended a cease-and-desist letter since they had expired on 12/24 and that will hinder JK application with a deferred due to supervisor being expired.

The board moved back into open session at 11:44am. Jennifer Pollard made the motion to move back into open session and Jonathan Keefe seconded the motion.

Kirsti Singer Board Chair

