

**KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD**  
**MEETING MINUTES**  
**September 26, 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 teams and in the Mayo-Underwood Conference room 259SW.

**MEMBERS PRESENT**

Kirsti Singer  
Nicole Newsom  
Jessika Vance-Morgan  
Jennifer Pollard  
Jonathan Keefe

**DPL STAFF PRESENT**

Niki Sharp, Board Administrator  
Daniel Leffel, Board Counsel  
Lyndsay Sipple, Administrative Supervisor

**MEMBERS ABSENT**

**GUEST**

Jared Dillow

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**CALL TO ORDER**

The board meeting was called to order at 10:02am.

**APPROVAL OF MINUTES**

The board reviewed the meeting minutes from the August 22, 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 August 2025 with no additional questions.

**DPL REPORT**

Lyndsay Sipple filled in for Jeff Bardroff while he was out for training. Currently nothing new to share.

**LEGAL COUNSEL**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

Daniel Leffel recommended the regulations committee to get back together. Daniel Leffel stated that he would get the draft sent to the members before the meeting. That meeting is scheduled for October 1 at 11:30am.

A newsletter committee has also been started, and that meeting will be October 15<sup>th</sup> at 9am.

Regarding the CEU with Amanda Arce- Daniel will look more into that ceu and see if it can work or count towards the five-hour required CEU's.

Discussion of the possibility of waiving the inactive fee for lower-level credential holders when having an active higher credential. Discussed that even if not a full year LABA the credential holder still needs to provide/submit documentation even though they became an LBA.

The board discussed a decision to look into the supervision reports at the next complaints committee. Discussion of adding to the newsletter to discuss lower-level credentialing and dropping it and going to a higher credential and where to go with that credential.

### **LICENSURE STATUS REPORT**

The Licensure Status Report was presented to the Board for review. The report showed there are currently (853) active licenses: (799) active behavior analysts; (28) active assistant behavior analysts with (0) being Active-Active Not Eligible to Practice; (22) 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 28 applications and made the recommendation to approve all 30 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 September 26, 2025 meeting. Jessika Vance Morgan seconded the motion and the motion carried.

Jessika Vance Morgan- 9/25

Jennifer Pollard- 9/25

Nicole Newsom- 9/25

### **NEXT MEETING**

The next scheduled board meeting will take place on Friday, October 24, 2025, at 500 Mero St. Frankfort, KY 40601 at the Mayo-Underwood Building at 10am. The Complaints Committees will meet before on October 17<sup>th</sup> at 9:30 am.

### **ADJOURN**

Jessika Vance Morgan made a motion to adjourn at 11:13 a.m. having no further items of discussion. Jennifer Pollard seconded the motion and the motion carried.

Board Chair: Kirsti Singer

A handwritten signature in black ink that reads "Kirsti Singer". The signature is fluid and cursive, with "Kirsti" on the top line and "Singer" on the bottom line.