

KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD

MEETING MINUTES

October 25, 2024

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 259 SW.

MEMBERS PRESENT

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

MEMBERS ABSENT

DPL STAFF PRESENT

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

GUEST

CALL TO ORDER

Kirsti Singer called the board to order at 10:04am.

APPROVAL OF MINUTES

The board reviewed the meeting minutes from the September 27, 2024 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 August and September 2024 with no additional questions.

DPL REPORT

Commissioner Lawson shared that DPL has stated the boards and commission specialist has been upgraded and to a new level.

LEGAL COUNSEL

Daniel Leffel reported that all regulations have been completed. Stated regulations meeting would be used to look through some of the changes and recommendations.

OLD BUSINESS

Discussions about email changing things to RBT to process and hopefully getting them in faster.

NEW BUSINESS

Discussion of Fall KYABA presentation from the board during lunch session and Jennifer Pollard has done the presentation. Supervision to go along with statutes and regulations also ethics. Jennifer Pollard, Jonathan Keefe, and Kirsti Singer meet outside of the meeting to work on presentation. Jessica Vance-Morgan made the motion and Jennifer Tucker seconded it. Meeting date will be October 21, 2024 at 11am.

BACB on January 2025 expiration of lower-level credentials and everyone has a 90 day window. Received this email from the BCAB. The email/letter is not congruent with the newsletter that was

sent out. Discussed this could possibly put a licensee in not a good status without statutes and regulations. Daniel Leffell states he will dig into this a little more and requested a copy of the letter from the BCAB. Discussion of per diem; a cumulative number of hours of work is equivalent to a day of work. Figure out a baseline that everyone does through the day.

LICENSURE STATUS REPORT

The Licensure Status Report was presented to the Board for review. The report showed there are currently (749) active licenses: (709) active behavior analysts; (24) active assistant behavior analysts with (0) being Active-Active Not Eligible to Practice; (12) active licensed temporary behavior analysts with (2) being Active-Active Not Eligible to Practice, (4) temporary licensed assistant behavior analyst.

SUPERVISION COMPLIANCE REPORT

None

APPLICATIONS COMMITTEE REPORT

The Application Committee reviewed 18 applications and made the recommendation to approve all 18 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

KM, JA, JF will be sent notifications. JG and SG will separate to get BACB. HK supervisory report under possibility of repercussions. The complaints committee made a motion to approve complaints committee's recommendations, Jennifer Pollard seconded the motion and the motion carried.

TRAVEL & PER DIEM

Kirsti Singer, Jennifer Pollard and Jonathan Keefe 9/30/24

Kirsti Singer and Jennifer Pollard 10/09/24

Kirsti Singer, Jennifer Pollard, and Jonathan Keefe 10/22/24

A motion was made by Jessika Vance-Morgan to approve travel and per diem for all members attending the October 25, 2024 meeting. Jennifer Pollard seconded the motion and the motion carried.

NEXT MEETING

The next scheduled board meeting will take place on Friday, November 22, 2024, 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 11:20 a.m. having no further items of discussion. Jennifer Pollard seconded the motion and the motion carried.

Kirsti Singer