

**KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD**  
**MEETING MINUTES**  
**April 23, 2021**

A regular board meeting of the Applied Behavior Analyst Licensing Board was held at the Department of Professional Licensing (DPL) at 500 Mero St, Frankfort, KY 40601 via Zoom on April 23, 2021.

**MEMBERS PRESENT**

Kirsti Singer  
Jennifer Salvina  
Jennifer A. Tucker  
Allan Allday  
Ashley Ratliff

**DPL STAFF**

Jamar Carter, Boards & Commissions Support SPC  
Kevin Winstead, Acting Commissioner  
Leah Boggs, General Counsel (PPC)  
ShanDeep Dutta, Board Counsel  
Robin Vick, Fiscal Section Supervisor  
Chessica Nation, Administrative Section Supervisor

**MEMBERS ABSENT**

Sonya Havel  
Dr. Erick Dubuque

**GUEST**

Elizabeth Mathis

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**CALL TO ORDER**

Vice-Chair, Jennifer Salvina called the meeting to order at 10:05a.m. on behalf of board chair, Dr. Erick Dubuque

**APPROVAL OF MINUTES**

Allan Allday made a motion to approve the March 26, 2021 meeting minutes.  
Ashley Ratliff second the motion and the motion carried.

**FINANCIAL STATEMENTS**

The board reviewed the financial statements for the month of March 2021 with no additional questions at this time.

**DPL REPORT**

Robin Vick presented the board with the investigators contract renewal for review.  
A motion was made by Allan Allday to accept and renew the contract, Kirsti Singer second the motion & the motion carried.

**LEGAL COUNSEL**

Leah Boggs refreshed the board on her role within the department & introduced new board counsel Shandeep Dutta.

Leah Boggs detailed the MOA between OLS & ABA for FY22.

Ashley Ratliff made a motion to accept the MOA, Allan Allday second the motion & the motion carried

All Kentucky Administrative Regulations changes were tabled until next scheduled meeting

**OLD BUSINESS**

All forms and documents review were tabled until next scheduled meeting.

**NEW BUSINESS**

No new business at this time.

**LICENSURE STATUS REPORT**

Boards & Commissions Support Specialist Jamar Carter presented to the Board for review. The report showed there are currently four hundred and thirty (430) active licenses: four hundred and eleven (411) active behavior analysts; eleven (11) active assistant behavior analysts; and four (4) active licensed temporary behavior analysts, two (2) Active-Active Not Eligible to practice licensed temporary behavior analyst, zero (0) temporary behavior analyst assistants and four (4) temporary registered telehealth behavior analyst.

**SUPERVISION COMPLIANCE REPORT**

The Supervision Compliance Report was presented to the Board for review. The report showed three (3) reports due

- Assistant Behavior Analyst
  - Due 1/26/2021
- Assistant Behavior Analyst
  - Due 2/21/2021
- Assistant Behavior Analyst
  - Due 3/2/2021
  - Approved new supervision

A motion was made by Allan Allday to send a supervision request to the licensee & supervisor with 15 days to respond. Ashley Ratliff second the motion & the motion carried. Documents will be mailed & sent via email, supervision letters will be drafted by legal.

**APPLICATIONS COMMITTEE**

The applications committee made the following recommendations for eight (8) Licensed Behavior Analyst Applications.

Dixon, JoBeth M. – LBA Ratified Approval 4/16/2021	Siegel, Christopher J. – LBA Ratified Approval 4/1/2021
Morlock, Alexis J. – LBA Ratified Approval 4/1/2021	Vernon, Hannah J. – LBA Ratified Approval 4/12/2021
Neace, Savannah M. – LBA Ratified Approval 4/1/2021	
Pendley, Amberly S. – LBA Ratified Approval 4/9/2021	

Kirsti Singer made a motion to accept the applications committee recommendations, Allan Allday second the motion & the motion carried.

**COMPLAINTS COMMITTEE**

The complaints committee made the following recommendations for one (1) complaint

- 2020ABA00006

Tabled until next meeting, all documents will be sent via USPS mail & email

**APPROVAL PER DIEM**

Kirsti Singer made a motion to approve per diem for all eligible members attending today's board meeting. Allan Allday second the motion and the motion carried.

**NEXT MEETING:**

The board will meet again on Friday, May 21, 2021 at 500 Mero St. Frankfort, KY 40601, The Mayo-Underwood Building. The Applications and Complaints Committees will meet prior, at 9:00 a.m. with the board meeting to follow at 10:00 a.m.

**ADJOURN**

Kirsti Singer made a motion to adjourn at 10:53 a.m. having no further items of discussion. The motion was second by Allan Allday and the motion carried.



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Erick Dubuque, Board Chair