

KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD
MEETING MINUTES
June 25, 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 June 25, 2021.

MEMBERS PRESENT

Dr. Erick Dubuque
Allan Allday
Ashley Ratliff
Chandra Newsom
Jennifer Pollard

DPL STAFF

Jamar Carter, Boards & Commissions Support SPC
Leah Boggs, General Counsel (PPC)
Chessica Nation, Administrative Section
Supervisor
Tash Stewart, Boards & Commissions Support SPC
Shandeep Dutta, Executive Advisor (OLS)
Kevin Winstead, Commissionaire

MEMBERS ABSENT

Jennifer A. Tucker
Kirsti Singer

GUEST

None

CALL TO ORDER

Board Chair, Dr. Erick Dubuque called the meeting to order at 10:00a.m.

NEW MEMBER INTRODUCTION

Newly appointed members, Jennifer Pollard and Chandra Newsom presented a brief introduction of themselves to the board followed by being sworn-in by Boards & Commissions Support Specialist, Tasha Stewart.

APPROVAL OF MINUTES

Allan Allday made a motion to approve the meeting minutes from the May 21, 2021 regular board meeting
Ashley Ratliff second the motion and the motion carried.

FINANCIAL STATEMENTS

The board reviewed the financial statements for the month of May 2021 with no additional questions.

DPL REPORT

Commissionaire Kevin Winstead detailed the board on the ABA budget, remote/in-person meetings, quorum requirements and post SB150

LEGAL COUNSEL

Leah Boggs revisited the amendments to the ABA Kentucky Administrative Regulations

OLD BUSINESS

The board reviewed & discussed the update to the ABA forms & documents.

NEW BUSINESS

On account of new member appointments, the board discussed current member roles & vacancies. A motion was made by Allan Allday to appoint Ashley Ratliff as Vice-Chair. Jennifer Pollard second the motion and the motion carried.

On behalf of the ABA Board, Allan Allday made a motion to send Jennifer Salvina an appreciation acknowledge plaque for her service as a board member, Ashley Ratliff second the motion & the motion carried.

Jennifer Pollard will become a member of the applications committee and Chandra Newsom & Ashley Ratliff will make-up the ABA Newsletter Committee.

LICENSURE STATUS REPORT

Boards & Commissions Support Specialist Jamar Carter presented to the Board for review. The report showed there are currently four hundred and fifty-three (453) active licenses: four hundred and twenty-eight (428) active behavior analysts; thirteen (13) active assistant behavior analysts with one (1) being Active-Active Not Eligible to Practice; and six (6) active licensed temporary behavior analyst with two (2) Active-Active Not Eligible to practice licensed temporary behavior analyst, zero (0) temporary behavior analyst assistants and six (6) temporary registered telehealth health care providers.

SUPERVISION COMPLIANCE REPORT

The Supervision Compliance Report was presented to the Board for review. The report showed five (5) reports due

- Assistant Behavior Analyst
 - Due 2/21/2021
 - Uploaded 5/12/2021
- Assistant Behavior Analyst
 - Due 4/27/2021
 - Received 4/30/2021
 - Additional Documents Requested 6/18/2021
 - No Update
- Assistant Behavior Analyst
 - Due 6/28/2021
 - Uploaded 5/28/2021
- Assistant Behavior Analyst
 - Due 5/31/2021
 - No Update
- Temporary Behavior Analyst w/ pending LBA Application
 - Due 2/22/2020
 - Additional documents requested 6/4/2021
 - No Update

A motion was made by Allan Allday to approve 2 supervision reports, Ashley Ratliff second the motion & the motion carried.

Reminder correspondences will be sent to the licensee & supervisors without any supervision updates

APPLICATIONS COMMITTEE

The applications committee made the following recommendations for seventeen (17) Licensed Behavior Analyst Applications.

Bergeron, Callie J – LBA Approved 5/28/2021	McClary, Sarah L. – LBA Ratified Approval 5/28/2021
Berry, Samantha M. – LBA Ratified Approval 6/1/2021	Nelson, Robyn K. – LBA Ratified Approval 6/13/2021
Cummins, Jade D.– LBA Ratified Approval 6/18/2021	Outlaw, Erica – LBA Ratified Approval 6/13/2021
Cundiff, Jennifer M. – TLBA Ratified Approval 6/10/2021	Price, McKenzie R. –LBA Ratified Approval 6/18/2021
Dillander, Heather C. – LBA Ratified Approval 6/22/2021	Sanders, Brooklyn – LBA Ratified Approval 6/18/2021
Friedmann, Megan – TRTHP Approval 6/17/2021	Shannon, Hayley C – LBA Ratified Approval 6/10/2021
Kinkade, Kathleen – LBA Ratified Approval 6/13/2021	Winter, Whitley J. – LBA Ratified Approval 6/10/2021
Lovewell, Meghan D. – LBA Ratified Approval 6/13/2021	Young, Abbey L. – LBA Ratified Approval 6/1/2021

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

COMPLAINTS COMMITTEE

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

- 2020ABA00006
 - Tabled
- 2021ABA00001

A motion was made by Alan Allday to close the board initiated complaint, Ashley Ratliff seconded the motion & the motion carried

APPROVAL PER DIEM

Ashley Ratliff 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, July 23, 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

Ashley Ratliff made a motion to adjourn at 12:00 p.m. having no further items of discussion. The motion was second by Jennifer Pollard and the motion carried.



Erick Dubuque, Board Chair