

KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD
MEETING MINUTES
March 25, 2022

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 & PPC Conference Room 127CW on March 25, 2022.

MEMBERS PRESENT

Nicole Newsom
Dr. Erick Dubuque
Jennifer A. Tucker
Ashley Clark
Kirsti Singer
Jennifer Pollard

DPL STAFF

Jamar Carter, Boards & Commissions Support SPC
Kevin Winstead, Commissioner
Tasha Stewart, Administrative Section Supervisor
Daniel Leffel, General Counsel

MEMBERS ABSENT

Allan Allday

GUEST

Bart Baldwin
Sara Zabek
Jonathan Keefe

CALL TO ORDER

Board Chair, Dr. Erick Dubuque called the meeting to order at 10:02 a.m.

APPROVAL OF MINUTES

Kirsti Singer made a motion to approve the meeting minutes from the February 25, 2022 regular board meeting. Jennifer Pollard seconded the motion and the motion carried.

FINANCIAL STATEMENTS

The board reviewed the financial statement for the month of February 2022 with no additional questions at this time.

DPL REPORT

Commissioner Winstead discussed HB188, HB91 & HJR5 & the SJR veto with the board as well as an updated CEU functionality to be added to eService accounts within the next 3-6 months.

Mr. Winstead then presented Daniel Leffel as ABA board counsel & the MOA w/ OLS for legal services for a 2-year term. A motion was made by Ashley Clark to accept the MOA for legal counsel services, Kirsti Singer seconded the motion & the motion carried.

The board reviewed investigators contract for renewal. A motion was made by Jennifer Pollard to accept the terms & renew the investigators contract, Kirsti Singer seconded the motion & the motion carried.

Commissioner Winstead presented the Support Services Agreement MOA w/ OLS. The board decided to defer all decisions until the April 22, 2022 scheduled board meeting.

Board Chair, Erick Dubuque briefed the board on HB12

A motion was made by Kirsti Singer to accept the self-nomination to delegate Board Chair to draft the correspondence regarding HB12, Nicole Newsom seconded the motion & the motion carried.

LEGAL COUNSEL

Kirsti Singer made a motion to authorize legal to draft a notification for deferment of the ARRS agenda Ashley Clark seconded the motion and the motion carried.

The board revisited the public comments regarding the KAR's and Commissioner Winstead presented additional comments & suggestions from LRC regarding the KAR's.

Commissioner Winstead updated the board on The Statement of Consideration, which was filed on March 15, 2022

A Regulation Review Committee was form and will consist of the following board members, Nicole Newsom, Ashley Clark, Jennifer Pollard & Dr. Erick Dubuque.

OLD BUSINESS

Dr. Erick Dubuque briefed the board on his attendance to the 2022 APBA Convention.

NEW BUSINESS

The board expressed the idea of a special meeting dedicated to review REG related items only.

A motion was made by Ashley Clark for the board to host a special meeting on April 15, 2022 from 9:30am-1130am. Kirsti Singer seconded the motion & the motion carried.

LICENSURE STATUS REPORT

Boards & Commissions Support Specialist Jamar Carter presented the licensure status report to the Board for review. The report showed there are currently five hundred and seventy-one (571) active licenses: five hundred and thirty-eight (538) active behavior analysts; seventeen (17) active assistant behavior analysts with three (3) being Active-Active Not Eligible to Practice; ten (10) active licensed temporary behavior analyst with three (3) being 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 two (2) reports due

- Assistant Behavior Analyst
 - Due 2/6/2021
 - Notified via Certified Mail #7020 1810 0002 1638 1961
 - Received 3/10/2022
- Assistant Behavior Analyst
 - Due 3/2/2022

A motion was made by Kirsti Singer to send a past due notification to 1 Assistant Behavior Analyst licensee. Ashley Clark seconded the motion & the motion carried.

1 Assistant Behavior Analyst has moved out of state & requesting inactive status. A motion was made by Kirsti Singer to grant the request & updated the licensure status, Jennifer Pollard seconded the motion & the motion carried.

APPLICATIONS COMMITTEE REPORT

The applications committee reviewed eight (8) Licensed Behavior Analyst Applications, with the following recommendations:

Burse, Chardai D. - LBA Ratified Approval 3/24/2022	Niemeier, Abigail E. – Ratified Approval 3/25/2022
Evans, Jack M. - LBA Ratified Approval 3/16/2022	Rajchel, Kathleen E. – LBA Ratified Approval 3/16/2022
Lessard, Amanda – LBA Ratified Approval 3/16/2022	Shaw, Kailey A. – LBA Ratified Approval 3/16/2022
Miller, James T. – LBA Ratified Approval 3/16/2022	Whitley, Rochelle A. – LBA Ratified Approval 3/9/2022

Kirsti Singer made a motion to accept the applications committee recommendations, Nicole Newsom seconded the motion and the motion carried.

COMPLAINTS COMMITTEE REPORT

The board was presented 2022ABA00001 with the recommendation to dismiss the complaint due to no jurisdiction.

A motion was made by Jennifer Pollard to accept the recommendation from the complaints committee, Ashley Clark seconded the motion & the motion carried.

APPROVAL PER DIEM

Kirsti Singer made a motion to approve per diem for all eligible members attending today’s board meeting. Jennifer Pollard seconded the motion and the motion carried.

NEXT MEETING:

The board will meet again on Friday, April 22, 2022 at 500 Mero St. Frankfort, KY 40601 at 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 12:01 p.m. having no further items of discussion. Ashley Clark seconded the motion and the motion carried.



Ashley Clark, Board Chair