

KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD
MEETING MINUTES
November 20, 2020

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 Amazon Chime on November 20, 2020.

MEMBERS PRESENT

Dr. Erick Dubuque, Vice-Chair
Jennifer Salvina
Jennifer A. Tucker
Allan Allday
Kirsti Singer

DPL STAFF

Jamar Carter, Boards & Commissions Support SPC
Dr. Michael Newman, Commissioner
Chris Hunt on behalf of Bryan Morrow, Board Attorney (OLS)
Megan Norton, Boards & Commissions Support SPC

MEMBERS ABSENT

Sonya Havel
Ashley Ratliff

GUEST

Jonathan Keefe

CALL TO ORDER

Vice-Chair, Erick Dubuque called the meeting to order on behalf of board chair at 10:03 a.m.

NEW MEMBER SWORN-IN

Newly appointed board member Kirsti Singer was sworn-in by Boards & Commissions Support Specialist Megan Norton

APPROVAL OF MINUTES

Allan Allday made a motion to approve the meeting minutes from the October 23, 2020 meeting. Jennifer Salvina seconded the motion, & it carried.

FINANCIAL STATEMENTS

The board reviewed the financial statements for the month of October 2020.

DPL REPORT

Dr. Newman reminded the board members of the new member training videos, telehealth correspondence update, SB150 & Post COVID-19.

LEGAL COUNSEL

No Report at this time

OLD BUSINESS

Boards & Commissions Support Specialist Jamar Carter notified the board of access granted to BACB Registry with no further update on the BACB list exchange. Dr. Dubuque request that he obtaining the list on behalf of the board from the BACB.

A motion was made Allan Allday to accept the request to obtain the list on behalf of the board. Jennifer Salvina seconded the motion and the motion carried.

A motion was made by Allan Allday for the board to reimburse Dr. Dubuque on the cost of the list exchange. Jennifer Salvina seconded the motion and the motion carried.
The board recapped with new members on the ABA Newsletter advisory board, Legislative Statute changes, ABA structure and supervisory guidelines.

No updates on COVID-19 or Supervisory Memo

NEW BUSINESS

Due to recent board turnover, the board elected officers pursuant to KRS319C.030(5).

The board nominated Dr. Erick Dubuque as board chair.

A motion was made by Allan Allday to accept the nomination, Jennifer Salvina seconded the nomination and the motion carried.

The board nominated Jennifer Salvina as board Vice-Chair.

A motion was made by Dr. Erick Dubuque to accept the nomination, Allan Allday seconded the motion and the motion carried.

The board nominated Kirsti Singer as board Secretary.

A motion was made by Jennifer Salvina to accept the nomination, Erick Dubuque seconded to motion and the motion carried.

A recommendation was made by the board to appoint Erick Dubuque, Ashley Ratliff, and Jennifer Salvina to the applications committee and Allan Allday, Jennifer Tucker and Kirsti Singer to the complaints committee. A motion was made by Jennifer Salvina to accept the recommendation, Allan Allday seconded the motion and the motion carried.

LICENSURE STATUS REPORT

Boards & Commissions Support Specialist Jamar Carter presented to the Board for review. The report showed there are currently three hundred and eighty-four (384) active licenses: three hundred and sixty-three (363) active behavior analysts; thirteen (13) active assistant behavior analysts; and four (4) active licensed temporary behavior analysts, two (2) Active-Active Not Eligible to practice licensed temporary behavior analyst, two (2) temporary registered telehealth behavior analyst and zero (0) temporary behavior analyst assistants.

SUPERVISION COMPLIANCE REPORT

The Supervision Compliance Report was presented to the Board for review. The report showed four (4) reports due

- Assistant Behavior Analyst
 - 4/27/2020
 - Submitted via email
 - 5/23/2020
 - Submitted via eService w/renewal
 - 9/30/2020
 - Submitted via eService
 - 10/3/2020
 - Submitted via eService

The board recommended approving all supervision documents received & initiate a complaint pursuant **201 KAR 43:050 Section 3(1)(2)**.

Jennifer Salvina made a motion to accept the board's recommendations, Kirsti Singer seconded the motion and the motion carried.

APPLICATIONS COMMITTEE

The applications committee made a motion to approve licensure for nine (9) Licensed Behavior Analyst, one (1) Licensed Behavioral Analyst renewal and defer one (1) Assistant Behavior Analyst renewal

Benoit, Ashley N. – LBA Ratified 10/05/2020	Huggins, Catherine LBA Renewal
Burton, Kelly M.– LBA Ratified 11/18/2020	Kimber, Peta Lorraine St. Clair. – LBA Ratified 11/28/2020
Crabtree, Andrea – LBA	Mukundi, Bobbi A. – LBA Ratified 11/2/2020
Haggard, Kaitlin N. – LBA	Riedley, Stevie L. – LBA Ratified 11/2/2020
Hill, Jamie L. – LBA	Sanders, Desiree R. – LBA Ratified 11/2/2020
Snyder, Matthew J. – ABA Renewal via eService	

Kirsti Singer seconded the motion and the motion carried.

COMPLAINTS COMMITTEE

- 2020ABA0001
 - Tabled
- 2020ABA00005
 - Dismiss
- 2020ABA00006
 - Dismiss with requirement of respondent to file her final report
- 2020ABA00007
 - Dismiss per receipt of new supervisory agreement

Jennifer Salvina made a motion to accept the committee's recommendation, Kirsti Singer seconded the motion and the motion carried.

APPROVAL PER DIEM

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

NEXT MEETING:

The board will meet again on Friday January 22, 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

Jennifer Salvina made a motion to adjourn at 12:10 p.m. having no further items of discussion. The motion was second by Allan Allday and the motion carried.

A handwritten signature in black ink, appearing to read 'Erick Dubuque', written over a horizontal line.

Erick Dubuque, Board Chair