

KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD
MEETING MINUTES
September 24, 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 September 24, 2021.

MEMBERS PRESENT

Ashley Clark
Nicole Newsom
Jennifer Pollard
Jennifer A. Tucker
Allan Allday
Dr. Erick Dubuque

DPL STAFF

Jamar Carter, Boards & Commissions Support SPC
Chessica Nation, Administrative Section
Supervisor
Leah Boggs, Executive Advisor (OLS)
Kevin Winstead, Commissionaire

MEMBERS ABSENT

Kirsti Singer

GUEST

Kyle Ruschell

CALL TO ORDER

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

APPROVAL OF MINUTES

Jennifer Pollard made a motion to approve the meeting minutes from the July 23, 2021 regular board meeting. Ashley Clark second the motion and the motion carried.

FINANCIAL STATEMENTS

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

Dr. Erick Dubuque inquired on compliance regarding board accepting & receiving board donations via other state licensure boards. Further discussion was tabled until next meeting with Commissioner Winstead researching the ethics rules & laws for the State of Kentucky.

DPL REPORT

Commissionaire Kevin Winstead updated the board on SB150 extension to be revisited on January 15, 2022 during the January Legislative Session. Commissioner Winstead reiterated the hybrid meetings & accommodation for the public and board members wanting to attend in-person. The board discussed the mandate on imposing COVID-19 vaccinations within the ABA field with no action taken.

LEGAL COUNSEL

The board reexamined the updates to the ABA REGS with fee changes within the regulations as well as requirements to return from inactive to active status. All updates to be presented to the board to be reassessed during the next scheduled board meeting.

OLD BUSINESS

The board reassessed the forms and documents with corrections to the Annual Supervisory Plan and Inactive/Retired Status Application.

Ashley Clark will update the Guidance and Goals Examples for Annual Supervisory Plan, FAQ's & licensure check off sheet requirements.

Boards and Commissions Support Specialist Jamar Carter re-evaluated the CE Broker educational management system within the ABA field. After further review of the licensure process the board will not employ any services with CE Broker.

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 ninety-three(493) active licenses: four hundred and sixty-eight (468) active behavior analysts; thirteen (13) active assistant behavior analysts with one (1) being Active-Active Not Eligible to Practice; and eight (7) active licensed temporary behavior analyst with one (1) 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 4/27/2021
 - Received 4/30/2021
 - Additional Documents Requested 6/18/2021
 - No Update
- Assistant Behavior Analyst
 - Due 8/28/2021
 - Submitted 8/16/2021
- Assistant Behavior Analyst
 - Due 9/30/2021
 - Submitted 9/10/2021
- Temporary Behavior Analyst
 - Due 5/31/2021
 - Documents Requested 4/2/2021 & 6/30/2021
 - No Update as of 9/21/2021
- Temporary Behavior Analyst
 - Due 6/26/2021
 - Requested 5/3/2021 & 6/30/2021
 - No update as of 9/21/2021

Allan Allday made a motion to update the status of 1 Assistant Behavior Analyst to **Active-Active-Not Eligible to Practice**. Jennifer Pollard second the motion & the motion carried.

Allan Allday made a motion to update the status of 1 Temporary Behavior Analyst to **Active-Active Not Eligible to Practice**. Nicole Newman second the motion & the motion carried.

Allan Allday made a motion to update the status of 1 Temporary Behavior Analyst to **Active-Active Not Eligible to Practice**. Jennifer Tucker second the motion & the motion carried.

APPLICATIONS COMMITTEE

The applications committee reviewed thirteen (13) Licensed Behavior Analyst Applications and provided the following recommendations

Bergeron, Callie J. – Deferred Per Final Supervision Report	Markowski, Tari J. – LBA Ratified Approval 9/7/2021
Cundiff, Jennifer – LBA Ratified Approval 9/23/2021	Ogburn, Stevie L – LBA Ratified Approved 9/7/2021
Dillow, Katelyn – Approve	Pelfrey, Alicia T. – LBA Ratified Approval 9/15/2021
Doepel, Kyla M. – LBA Ratified Approval 9/23/2021	Skyken, Stephanie L. – LaBA Ratified Approval 9/7/2021
Forrest, Jenna M. – LBA Ratified Approval 9/23/2021	Thacker, Brittany F. – Approved
Friel, Samantha B. – LBA Ratified Approval 9/17/2021	Weber, Stacie A. – LBA Ratified Approval 9/15/2021
Giboney, Katelyn A. – LBA Ratified Approval 9/17/2021	

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

COMPLAINTS COMMITTEE

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

- 2020ABA00006

Allan Allday made a motion to update the status to Active-Active-Not Eligible to Practice. Jennifer Pollard second the motion & the motion carried.

APPROVAL PER DIEM

Ashley Clark made a motion to approve per diem for all eligible members attending today’s board meeting. Nicole Newman second the motion and the motion carried.

NEXT MEETING:

The board will meet again on Friday, November 26, 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

Allan Allday made a motion to adjourn at 12:00 p.m. having no further items of discussion. Jennifer Pollard second the motion and the motion carried.

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

Erick Dubuque, Board Chair