

KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD
MEETING MINUTES
August 26, 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 August 26, 2022.

MEMBERS PRESENT

Ashley Clark
Jennifer Pollard
Jennifer A. Tucker
Kirsti Singer
Nicole Newsom

DPL STAFF

Jamar Carter, Boards & Commissions Support SPC
Daniel Leffel, Board Counsel
Tasha Stewart, Interim Department Manager
Sara B. Janes, Staff Attorney

MEMBERS ABSENT

GUEST

None

CALL TO ORDER

Board Chair, Ashley Clark called the meeting to order at 10:02 a.m.

APPROVAL OF MINUTES

The board reviewed the meeting minutes from the July 22, 2022 board meeting. A motion was made by Kirsti Singer to approve the meeting minutes, Jennifer Pollard seconded the motion & the motion carried.

FINANCIAL STATEMENT

The board reviewed the financial statement for the month of July 2022 with no additional questions

DPL REPORT

Interim Department Manager, Tasha Stewart, updated the board on board issued email addresses with the possibility of being completed within the next couple of weeks, the new commissioner starting on 8/29/2022 & the current Boards and Commissions Support Specialist, Jamar Carter notified the board of his new position as Administrative Section Supervisor within The Department of Professional Licensing effective August 1, 2022.

LEGAL COUNSEL

Board Counsel, Daniel Leffel, introduced newly hired Sara Janes as staff attorney with The Department of Professional Licensing who provided some background information about herself, Mr. Leffel then acknowledged Tasha Stewart for her hard work and dedication in her interim role with the department.

OLD BUSINESS

No old business to discuss at this time.

NEW BUSINESS

No new business at this time

LICENSURE STATUS REPORT

The Licensure Status Report was presented to the Board for review. The report showed there are currently five hundred and thirty-four (540) active licenses: five hundred and nineteen (519) active behavior analysts; fourteen (14) active assistant behavior analysts with two (2) being Active-Active Not Eligible to Practice; seven (7) active licensed temporary behavior analysts with zero (0) being Active-Active Not Eligible to Practice, zero (0) temporary behavior analyst assistants and zero (0) temporary registered telehealth health care providers.

SUPERVISION COMPLIANCE REPORT

2 Reports Due; 1 submitted

- Assistant Behavior Analyst
 - Due 8/28/2023
 - Submitted 8/19/2022
- Assistant Behavior Analyst
 - Change of Supervisor
 - Received 7/18/2022
- Assistant Behavior Analyst
 - Change of Supervisor
 - Received 7/18/2022
- Temporary Behavior Analyst
 - Due 5/18/2022
 - Submitted 6/24/2022
 - Deferred 7/22/2022
- Temporary Behavior Analyst
 - Due 7/22/2022
 - Notifications sent on 6/8/2022, 7/20/2022 & 8/3/2022
 - No response received

Ashley Clark moves and Kirsti Singer seconds entering into closed session at 10:19am, pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding supervision compliance reports at which information protected by KRS 61.810(1)(k) may be discussed]:

Ashley Clark moves and Jennifer Pollard seconds returning to open session at 10:46am.

Boards and Commissions Support Specialist, Jamar Carter will send a notification notifying 1 Assistant Behavior Analyst of 201KAR43:050 Section 5(3)(a)(1)

1 deferred change of supervision, Board Chair Ashley Clark will update the submission via eServices

Boards and Commissions Support Specialist, Jamar Carter will notify 1 Assistant Behavior Analyst to submit a final report of supervision from previous supervisor and supervisory plan from current supervisor to be submitted via eServices

Approve 1 Temporary Behavior Analyst

Ashley Clark made a motion to update the status to 1 Temporary Behavior Analyst to Active-Active Not Eligible to Practice for failure to comply with 201 KAR 43:050 Section 5 (3)(3)

APPLICATIONS COMMITTEE REPORT

| | |
|---|---|
| Colas, Kristin R. -LBA Approved 7/8/2022 | Snelling, Holly E. – LBA Approved 8/19/2022 |
| Collins, Erin R. – LaBA Approved 8/28/2022 | Spaulding, Haley D. – LBA Approved 7/21/2022 |
| Dwenger, Unnu E. - LBA Approved 7/8/2022 | Thompson, Marissa A. – LBA Approved 8/19/2022 |
| Dalcourt, Hannah G. – LBA Deferred 8/25/2022 | Weathers, Kasi D. – LBA Approved 8/19/2022 |
| Jones, Jacqueline M. – LBA Approved 7/1/2022 | White, Katherine E. – LBA Approved 8/29/2022 |
| Kroening, Jennifer L – LaBA Approved 7/21/2022 | Williams, Courtney M. – LBA Approved 8/5/2022 |
| Lindsey, Ebony J. – LaBA Approved 8/29/2022 | Wojciechowski, Kellie N. – LBA Approved 8/29/2022 |
| Murry, Alexis – LBA Approved 8/28/2022 | Wright, John C. – LBA Approved 8/29/2022 |
| Rittenhouse-Shaw Kristen L. – LBA Approved 7/8/2022 | |
| Schaefer, Amanda J – LBA Approved 7/22/2022 | |

The applications committee reviewed eighteen (18) applied behavior license applications with a recommendation to approved seventeen (17). A motion was made by Kirsti Singer to accept the applications committee recommendation, Jennifer Tucker seconded the motion & the motion carried.

COMPLAINTS COMMITTEE REPORT

Kirsti Singer moves and Ashley Clark seconds entering into closed session at 10:51am, pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding supervision compliance reports at which information protected by KRS 61.810(1)(k) may be discussed]:

Kirsti Singer moves and Jennifer Tucker seconds returning to open session at 11:04am.

A motion was made by Kirsti Singer to dismiss the RBT notification due to no jurisdiction, Ashley Clark seconded the motion & the motion carried.

Boards and Commissions Support Specialist will draft the correspondences & send certified

PER DIEM

A motion was made by Kirsti Singer to approve per diem for all eligible members attending today’s meeting. Jennifer Tucker seconded the motion & the motion carried.

NEXT MEETING

The next scheduled board will take place on Friday, September 23, 2022 at 500 Mero St. Frankfort, KY 40601 at the Mayo-Underwood Building. The 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 11:05am having no further items of discussion. Nicole Newsom seconded the motion and the motion carried.

Ashley Clark MS, LPP BCBA

Ashley Clark, Board Chair