

KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD
MEETING MINUTES
April 27, 2018

A regular meeting of the Applied Behavior Analyst Licensing Board was held at the Department of Professional Licensing (DPL) at 911 Leawood Drive, Frankfort, Kentucky, on April 27, 2018.

MEMBERS PRESENT

Tammy H. Natof, Chair
Allan Allday
Jonathan Keefe
Erick Dubuque
Jennifer Salvina
Dana Emmitt-Hall

DEPARTMENT OF PROFESSIONAL LICENSING

Megan Woodson, Board Administrator

PUBLIC PROTECTION CABINET

Isaac VanHoose, Commissioner
Quincy Ward, Office of Legal Services

MEMBERS ABSENT

Scott Brinkman

CALL TO ORDER

Tammy H. Natof, Board Chair called the meeting to order at 10:02a.m.

MINUTES

A motion was made by Mr. Allan to approve the minutes for the March 23, 2018 meeting with changes. Motion, seconded by Mr. Dubuque, carried.

FINANCIAL REPORT

The Board reviewed the financial statement for the month ending March 23, 2018.

DPL REPORT

Mr. Vanhose advised that DPL is experiencing thin staffing with 5 Board Administrator positions vacant. The Department will be conducting interviews within the next week and is currently working on temporary solutions to cope with the current vacancies. The Board discussed possible solutions that could be implemented. The Board continue with their scheduled meetings, but will plan to only review applications, complaints and possible regulation changes without Ms. Woodson present.

LICENSURE STATUS REPORT

The Licensure Status Report was presented to the Board for review. The report showed there are currently (200) active behavior analysts along with twelve (12) active licensed assistant behavior analysts. The report also indicated six (6) licensed temporary behavior analysts and zero (0) temporary behavior analyst assistants. No further action was required.

NEW BUSINESS

The Board reviewed an inquiry regarding on how businesses display credentials on their websites. Mr. Ward will draft a letter to businesses regarding the advertising of ABA therapy.

The Board reviewed the Frequently Asked Questions document drafted by Ms. Woodson and Ms. H. Natof. Mr. Dubuque made a motion to post this document to the Board’s website. Mr. Allday seconded the motion and it carried.

The Board briefly discussed a list of possible regulation changes and will revisit them in May.

OLD BUSINESS

Ms. Woodson advised that the guidance and goal examples for the Annual Supervisory Plan has been finalized and will be posted to the Board’s website within the week.

The Board will continue to discuss temporary license practice issues with their regulation discussion in May.

LEGAL COUNSEL

Mr. Ward updated the Board briefly on pending complaints.

COMPLAINTS COMMITTEE

2017-01 – Ongoing

APPLICATIONS REPORT

The application committee made a recommendation to approve seven (7) licensure applications and three (3) renewal applications:

Cross, Oascha – LBA	Birkhead, Cynthia – LBA Renewal
Hyde, Kelli – LBA	Frank-Nix, Kristina – LBA Renewal
Morneau, Tammy -LBA	Weatherly, Nicholas – LBA Renewal
Murphy, Elizabeth – LaBA	
Nolan, Brandy – LBA	
Peek, Shelby – LBA	
Sheffler, Sara – LBA	

A motion was made by Mr. Keefe to second the motion of the applications committee. Motion carried.

APPROVAL OF TRAVEL

A motion was made by Mr. Dubuque to approve travel and per diem for all eligible members attending today’s meeting. The motion, seconded by Mr. Keefe, carried.

ADJOURN

Mr. Keefe made a motion to adjourn at 11:52a.m., having no further items of discussion. The motion, seconded by Ms. Salvina, carried.