

KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD
MEETING MINUTES
June 22, 2018

An 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 June 22, 2018 to review applications and to discuss updates to the board's administrative regulations.

MEMBERS PRESENT

Tammy H. Natof, Chair
Allan Allday
Jonathan Keefe
Erick Dubuque
Jennifer Salvina

DEPARTMENT OF PROFESSIONAL LICENSING

Megan Woodson, Board Administrator

PUBLIC PROTECTION CABINET

Quincy Ward, Office of Legal Services

MEMBERS ABSENT

Scott Brinkman
Dana Emmitt-Hall

CALL TO ORDER

Tammy H. Natof, Board Chair called the meeting to order at 10:35 a.m.

MINUTES

A motion was made by Mr. Dubuque to approve the minutes for the April and May meeting with changes. Motion, seconded by Mr. Allday, carried.

FINANCIAL REPORT

The Board reviewed the financial statements for the months of April and May 2018.

DPL REPORT

Ms. Woodson advised that DPL is continuing to seek new employees to fill the Board Administrator vacancies. The Board will continue with their scheduled meetings, but will plan to only review applications, complaints and possible regulation changes for the month of July without Ms. Woodson present.

LICENSURE STATUS REPORT

The Licensure Status Report was presented to the Board for review. The report showed there are currently (206) active behavior analysts along with twelve (14) 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 discussed the possible ways of monitoring annual supervisory plans and reports of supervision. Ms. Woodson and Ms. Vick will inform the DPL database staffing about the requests of the Board to see what can be implemented to better monitor the requirement of supervisory documents.

The Board tabled the discussion of insurance mandate and ABA billing.

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

OLD BUSINESS

Ms. Woodson advised that the Frequently Asked Questions document is now posted to the Board's website.

The Board reviewed the drafted regulation 201 KAR 43:090 regarding inactive and retired license status. The Board also reviewed changes to 201 KAR 43:010 regarding application procedures for licensure. The Board will send suggested changes to Ms. Hammond Natof who will then combine all suggestions for review in July with Mr. Ward.

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

LEGAL COUNSEL

Mr. Ward presented the Memorandum of Agreement between the Board and the Office of Legal Services. Mr. Keefe made a motion to sign the MOA. Mr. Dubuque seconded the motion and it carried.

COMPLAINTS COMMITTEE

2017-01 – Ongoing

APPLICATIONS REPORT

The application committee made a recommendation to approve three (3) licensure applications:

Adams, Lance – LBA
Cabrera, Kimberly – LBA
Phillips-Payne, Chelsea – LBA

Approve two (2) renewal applications:

Lampton, Shawna – LBA Renewal
Stephens, Megan – LBA Renewal

Approve one (1) reinstatement application:

Ferguson, Laura – LBA Reinstatement
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and to defer one (1) licensure application:

Cabrera, Kimberly – Temp LBA

A motion was made by Mr. Dubuque to accept the motion of the applications committee. Ms. Salvina seconded the motion. 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. Allday, carried.

ADJOURN

Mr. Dubuque made a motion to adjourn at 12:12p.m., having no further items of discussion. The motion, seconded by Mr. Keefe, carried.