

KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD
MEETING MINUTES
March 24, 2023

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 & in the Mayo-Underwood Conference room 127CW.

MEMBERS PRESENT

Kirsti Singer
Jennifer Tucker
Nicole Newsom
Jonathan Keefe
Ashley Clark
Jennifer Pollard

DPL STAFF PRESENT

Tasha Stewart, Administrative II Section Supervisor
Jeff Bardroff, Board Administrator
Barry N. Sullivan, Board Counsel
Kristen Lawson, Commissioner
Alice Powell, Adecco Staffing

MEMBERS ABSENT

Jessika Vance-Morgan

GUEST

Johnathan Arthur

CALL TO ORDER

Board Vice Chair Kirsti Singer called the meeting to order at 10:01 a.m.

APPROVAL OF MINUTES

The board reviewed the meeting minutes from the February 24, 2023 board meeting. Kirsti Singer made the motion to approve the meeting minutes, Jonathan Keefe seconded the motion and the motion carried.

FINANCIAL STATEMENT

The board reviewed the financial statements for the months of February 2023 with no additional questions.

DPL REPORT

Commissioner Lawson shared the Child Fatality / Near Fatality report response letter for discussion. The board recommended the letter to include continuing education in reporting abuse and neglect and discussed possibly updating the ABA website.

LEGAL COUNSEL

- Legal counsel requested the board to table the delinquent supervisory reports until the next meeting. Kirsti Singer made the motion to table delinquent supervisory reports until the next meeting. Jonathan Keefe seconded the motion and the motion carried.

- The Board will continue to monitor HB470 / SB150.

OLD BUSINESS

No updates.

NEW BUSINESS

Board Member Jonathan Keefe updated the board with some concerning linked In, social media chatter. A business owner may be misleading licensees regarding ADOS. Johnathan Keefe and legal counsel will work on a cease-and-desist letter, and it was recommended to update the ABA website FAQs section regarding what licensee can and can not practice with their license.

LICENSURE STATUS REPORT

The Licensure Status Report was presented to the Board for review. The report showed there are currently (594) active licenses: (560) active behavior analysts; (18) active assistant behavior analysts with (2) being Active-Active Not Eligible to Practice; (11) active licensed temporary behavior analysts with (3) being Active-Active Not Eligible to Practice, (1) temporary licensed assistant behavior analyst.

SUPERVISION COMPLIANCE REPORT

4 Reports Due; 0 Change of supervision

- Assistant Behavior Analyst
 - Annual report Due 1/5/2023
 - Invalid email address on file
 - Supervisor Notified 1/25/2023 via email
 - No Longer practicing

- Assistant Behavior Analyst
 - Annual Report Due 01/12/2023
 - certified mail sent 01/10/2023
 - Updated VIA eservice's 02/23/2023

- Temporary Behavior Analyst
 - Annual report due 10/11/2023
 - Change of supervision received 2/21/2023

The board reviewed the Supervisor Compliance Report with no changes made. Jonathan Keefe made the motion to approve the supervisor compliance report, and Kirsti Singer seconded the motion and the motion carried.

APPLICATIONS COMMITTEE REPORT

The Application Committee reviewed (10) applications and made the recommendation to approve all 10 applications. The application Committee made a motion to approve the applications committee's recommendations, Jonathan Keefe seconded the motion and the motion carried.

COMPLAINTS COMMITTEE REPORT

None.

TRAVEL & PER DIEM

A motion was made by Johnathan Keefe to approve travel and per diem for all members attending the February 2023 meeting. Jennifer Pollard seconded the motion and the motion carried.

NEXT MEETING

The next scheduled board will take place on Friday, April 28, 2023, 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

Jonathan Keefe made a motion to adjourn at 10:48 a.m. having no further items of discussion. Kirsti Singer seconded the motion and the motion carried.

Ashley Clark

Handwritten signature of Ashley Clark, Ms, LPP, BCBA in purple ink.

Board Chair