

# Kentucky Applied Behavior Analyst Licensing Board

November 21, 2014

A regular meeting of the Kentucky Applied Behavior Analyst Licensing Board was conducted on November 21, 2014 at the Office of Occupations and Professions, in Frankfort, Kentucky.

<p><b><u>Members Present</u></b> Shelli Deskins, Ph.D. - Chair Anne Gregory Steve Foreman, Vice Chair Tammy Hammond-Natof, Ph.D. Stephen Wood</p> <p><b><u>Members Absent</u></b> Cyndi Blackledge, Ph.D. Scott Brinkman, Attorney at Law</p>	<p><b><u>Occupations and Professions Personnel</u></b> Lindsey Lane, Board Administrator</p> <p><b><u>Others</u></b> Jeremy Reed, General Counsel</p>
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## **Call to Order**

Dr. Deskins called the meeting to order at 10:08am.

## **Approval of Minutes**

Minutes of the October 24, 2014 meeting were presented for the Board's review. Mr. Wood made a motion to approve the minutes as presented. Mr. Foreman seconded that motion and it carried.

## **Financial Report**

The Board reviewed the financial report ending October 31, 2014.

The Board discussed how to spend their quarterly allotment and Mr. Foreman made a motion to spend two thousand dollars to pay down the debt with the Office of the Attorney General

and to spend another two thousand dollars paying old travel expenses for Board members. Dr. Natof seconded that motion and it carried.

### **Report from O&P**

Ms. Lane reported the office is still working on the online license renewal system and making progress each day. There were unfortunately several problems when the program went live but the office continues to work daily with COT to get those issues resolved.

There are currently 3 vacancies in the office that management hopes to have filled by January 1, 2015. They are for the Administrative Section Supervisor, a Board Administrator, and a vacancy in the Operations Section.

The office will be closed for the Thanksgiving Holiday from November 27-28, 2014. The office will also be closed December 25, 26, and January 1, and 2 for the Christmas and New Year Holidays.

### **Board Counsel Report**

Assistant Attorney General Jeremy Reed brought his application revisions to the meeting for the Board to review. He did explain that they will need to file these with the Legislative Research Commission and go through the regulation process since they are making several changes.

### **Old Business**

Mr. Reed brought a subpoena for Dr. Deskins to sign regarding facilities that are employing unlicensed individuals. The subpoena will require these facilities to submit the records of their employees and what type of work they are doing daily. Mr. Reed will get to each of facilities and the Board will readdress once they have all of the records.

In October the Board discussed a facility that had someone working within the scope of practice of a Behavior Analyst before they were licensed by the Board. The Board asked Mr. Reed what their options were for situations such as this one and he has since then brought a complaint against this licensee.

### **New Business**

Ms. Lane reported there were no applications for the November meeting. Dr. Blackledge has been nominated to sit on the applications committee with Mr. Wood.

The Complaints Committee reported they have heard from the Investigator on the case they have handed over to him and that case is still on-going. With the recent change in Board

appointments Dr. Deskins nominated Mr. Brinkman to serve on the Complaints committee with Mr. Foreman.

Ms. Lane informed the Board that since this is their last meeting of the year they would need to conduct their elections for Chairman and Vice-Chairman. Dr. Deskins informed the Board that she will not only be stepping down as Chair but also as a Board member. Mr. Wood made a motion to elect Dr. Natof as the Boards new Chair. Mr. Foreman seconded that motion and it carried. Mr. Foreman will remain as the Boards Vice-Chair. The Board thanked Dr. Deskins for all of her hard work and dedication to not only this Board but the field of Behavior Analysis and they wished her well.

### **Travel and Per Diem**

Mr. Foreman made a motion to approve travel and per diem for today's meeting. Ms. Gregory seconded that motion and it carried unanimously.

### **Adjournment**

Dr. Natof made a motion to adjourn the meeting. Mr. Wood seconded that motion and it carried unanimously. Meeting adjourned at 11:51am.



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Tammy Hammon-Natof PhD

Board Chair