

KENTUCKY APPLIED BEHAVIOR ANALYST LICENSING BOARD
MEETING MINUTES
August 26, 2016

A regular meeting of the Applied Behavior Analyst Licensing Board was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky, on August 26, 2016, at 10:00 a.m.

MEMBERS PRESENT

Tammy H. Natof, Chair
Stephen Foreman, Vice Chair
Cynthia Blackledge
Allan Allday
Anne Gregory

OCCUPATIONS AND PROFESSIONS STAFF

Amy Parker, Board Administrator
Larry Brown, Executive Director

BOARD ATTORNEY

Ryan Halloran, Office of Attorney General

MEMBERS ABSENT

Scott Brinkman
Stephen Wood

CALL TO ORDER

Tammy H. Natof, Board Chair called the meeting to order at 10:21 a.m.

MINUTES

A motion was made by Allan Allday to approve the minutes with amendments for the July 22, 2016 regular meeting. Motion, seconded by Cynthia Blackledge, carried.

FINANCIAL REPORTS

The Board reviewed the financial statement through July 31, 2016. The Board reviewed the final fiscal year 2016 financial statement.

Susan Ellis reported on the winning bid received for investigative services. Stephen Foreman motioned to accept the proposed investigative services. Motion, seconded by Anne Gregory, carried.

Tammy Hammond-Natof inquired of the appropriate time to request the leftover allotment be spent on past bills such as attorney fees and travel reimbursement. Susan Ellis advised to inquire between March and May to be sure there was time to process the request before the end of the fiscal year.

REPORT FROM O&P

Larry Brown updated the Board on system processes and issues. Mr. Brown informed the Board of the goal to have 18 boards online by the end of the year.

LICENSURE STATUS REPORT

The Licensure Status Report dated August 25, 2016 was reviewed.

Behavior Analyst – 155
Assistant Behavior Analyst – 5
Temporary Behavior Analyst – 4
Temporary Behavior Analyst Assistant – 0
Total number of active licenses – 164

OLD BUSINESS

Ryan Halloran informed the Board the recently filed regulation 201 KAR 43:110 has been approved. Mr. Halloran will find out the effective date for the change.

The Board briefly discussed the Kentucky Advisory Council on ASD.

The Board discussed a plan for the Applications Committee to review deferred applications, in which documentation had been received, between meetings by email with the Board Chair copied, as time permitted.

NEW BUSINESS

The Board reviewed correspondence received from T.J. Couey. Stephen Foreman informed the Board he had spoken directly to Mr. Couey on multiple occasions to assist with answering his questions. Additionally, the concerns brought up in Mr. Couey's correspondence will be addressed in part by the new policy on handling deferred applications.

The Board reviewed a drafted document to assist the administrator with answering common inquiries. No changes were made to the draft.

APPLICATIONS REPORT

The Application Committee made the following recommendations:

Licensed Behavior Analyst – Approved: Markus Cressman, Sable Doucette, Megan Durbin, Jessica Minton

Licensed Behavior Analyst – Approved pending receipt: Christina Noel, Sally Shepley

Licensed Behavior Analyst – Deferred: Brett Blevins, Han-Leong Goh, Tracey Gunther, Melissa Harness

Licensed Associate Behavior Analyst – Approved: Catherine Huggins, Matthew Snyder

Temporary Licensed Behavior Analyst – Approved: Megan Roberts

Licensed Behavior Analyst Renewals – Approved: Michele Perseghin

Licensed Associate Behavior Analyst Renewals – Approved: Margaret Howard

A motion was made by Cynthia Blackledge to approve the recommendations of the Application Committee. Motion, seconded by Stephen Foreman, carried.

COMPLAINT COMMITTEE

2013-001 – Ongoing

2016-001 – Ongoing

The Complaints Committee motioned to send the letter drafted by the Board Attorney to the Respondent for Complaint 2016-001. Motion, seconded by Cynthia Blackledge, carried.

APPROVAL OF TRAVEL

A motion was made by Stephen Foreman to approve travel and per diem for all eligible members attending today’s meeting. The motion, seconded by Allan Allday, carried.

ADJOURN

Stephen Foreman made a motion to adjourn at 11:45 a.m., having no further items of discussion. The motion, seconded by Cynthia Blackledge, carried.

Minutes prepared by Amy Parker

September 22, 2016