

**KENTUCKY BOARD OF LICENSURE FOR LONG-TERM CARE ADMINISTRATORS
BOARD SPECIAL MEETING MINUTES**

MARCH 19, 2024

A special meeting of the Kentucky Board of Licensure for Long-Term Care Administrators was held at the Department of Professional Licensing located at 500 Mero Street Frankfort, KY 40601 and via Teams on March 19, 2024.

MEMBERS PRESENT

David McKenzie
Dr. Keith Knapp
Jason Shelton
Trevor Davis
Thomas Davis
Dr. Tuyen Tran

MEMBERS NOT PRESENT

Eric Hagan
Jacqueline Woodward
Charlotte Whittaker

DEPARTMENT OF PROFESSIONAL LICENSING & OTHERS

Kristen Lawson, Commissioner
Daniel Leffel, Board Counsel
Ivy Davis, Board Administrator
Jamar Carter, Admin. Section Supervisor

CALL TO ORDER

David McKenzie called the meeting to order at 11:00 a.m. EST

CONTRACTS REVIEW

The board reviewed the Investigative Services Contract for Marisa Neal which expires on 6/30/2024. Jason Shelton made a motion to approve the request for proposal which ends Marisa Neal’s contract, Dr. Tuyen second the motion, and it carried.

The board reviewed the MOA contract between the Office of Legal Services and board of Long-Term Care Administrators. Dr. Tuyen Tran made a motion to accept and approve the contract as is, Mr. McKenzie second the motion, and it carried.

The board reviewed a MOA contract between the and the Department of Professional Licensing and the Board of Long-Term Care Administrators. Dr. Tran made a motion to accept and approve the contract as is, Jason Shelton second the motion, and it carried.

APPROVAL OF TRAVEL AND PER DIEM

A motion to approve per diem by Dr. Keith Knapp, the motion was second by Trevor Davis, and it carried. Dr. Tuyen Tran requested non-payment of per diem.

ADJOURN

A motion to adjourn by Davis McKenzie, second by Dr. Keith Knapp, and it carried.