

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

December 5, 2023

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 Zoom on December 5, 2023.

MEMBERS PRESENT

David McKenzie, Chair

Jason Shelton

Trevor Davis

Charlotte Whitaker

DEPARTMENT OF PROFESSIONAL LICENSING OTHER

Daniel Leffel, Board Counsel

Ivy Davis, Board Administrator

Jamar Carter, Admin. Section Supervisor

CALL TO ORDER

Board Chair, David McKenzie called the meeting to order at 9:09 a.m.

MINUTES

A motion was made by Trevor Davis to approve the September 12, 2023, complaints committee meeting minutes. Motion was seconded by Mr. McKenzie, and it carried.

COMPLAINT COMMITTEE REVIEW

The Complaints Committee presented a motion for Board Counsel to follow-up with CHFS and request additional documentation regarding 2023LTCA0004, Ms. Whitaker seconded the motion and the motion carried.

ADJOURN

Mr. McKenzie made a motion to adjourn at 9:14 am. Trevor Davis seconded the motion and the motion carried.