

**KENTUCKY BOARD OF LICENSURE FOR LONG-TERM CARE
ADMINISTRATORS MEETING MINUTES
June 6, 2025**

A 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, Conference Room 127CW and via Microsoft Teams on Friday, June 6, 2025.

MEMBERS PRESENT

Dr. Keith Knapp
Jacqueline Woodward
Jason Shelton
Trevor Davis
Charlotte Whittaker

DEPARTMENT OF PROFESSIONAL LICENSING

Ivy Davis, Administrative Specialist Senior
Chasity Wray, Administrative Specialist Senior
Lyndsay Sipple, Admin Section Supervisor
Kristen Lawson, Commissioner

MEMBERS NOT PRESENT

Thomas Davis

David McKenzie, Chair

Dr. Tuyen Tran

OTHER

Lilly Coiner, Executive Advisor

Catherine Falconer, General Counsel

CALL TO ORDER

Jason Shelton called the meeting to order at 9:33 a.m.

APPROVAL OF MINUTES

Dr. Keith Knapp made a motion to approve the April 18, 2025, meeting minutes. Trevor Davis second the motion and it carried.

FINANCIAL REPORT

The board reviewed the financial reports from April 2025 and May 2025.

DEPARTMENT OF PROFESSIONAL LICENSING

Commissioner Lawson introduced the new DPL General Counsel Catherine Falconer to the board.

BOARD COUNSEL

Lilly Coiner notified the board that 201 KAR 6:050 licensure by endorsement is expired. She

informed the board that if there aren't any changes, she will recertify the regulation.

OLD BUSINESS

Lilly Coiner updated the board on the conflict between 201 KAR 6:030 Section 3(2)(a) and KRS 216.A.070. She informed the board that House Bill 6 was passed in March and all non-emergency policies are on hold until further notice and she is just waiting on internal approval.

NEW BUSINESS

The board discussed the NAB Mid-Year Meeting 2025. The meeting will be held in Santa Fe, New Mexico, October 29th-October 31st. Jason Shelton made a motion to send the board administrator Ivy Davis to the meeting. Dr. Keith Knapp seconded the motion and it carried.

APPLICATIONS/CONTINUING EDUCATION COMMITTEE

The Application/Continuing Education Committee reviewed 12 applications.

- 2 Emergency Temporary Permit Applications
- 4 Initial Applications, 1 Deferred
- 4 Endorsement Application
- 2 Reinstatement Applications

Charlotte Whittaker made a motion to accept and approve the applications committee recommendations. Trevor Davis seconded the motion and it carried.

APPROVAL OF TRAVEL AND PER DIEM

Jason Shelton made a motion to approve travel and per diem. Dr. Keith Knapp seconded the motion and it carried.

ADJOURN

Dr. Knapp made a motion to adjourn at 10:26 a.m. with no further business to discuss. Trevor Davis seconded the motion and it carried.