

**KENTUCKY BOARD OF LICENSURE FOR LONG-TERM CARE
ADMINISTRATORS
APPLICATIONS COMMITTEE SPECIAL MEETING MINUTES
February 21, 2025**

A Special Applications Committee meeting of the Kentucky Board of Licensure for Long-Term Care Administrators held via Teams meeting hosted by the Department of Professional Licensing located at 500 Mero Street Frankfort, KY 40601.

MEMBERS PRESENT

David McKenzie, Chair
Jacqueline Woodward
Jason Shelton
Dr. Tuyen Tran
Charlotte Whittaker

DEPARTMENT OF PROFESSIONAL LICENSING

Ivy Davis, Boards and Commissions Support Specialist

CALL TO ORDER

Jason Shelton called the meeting to order at 9:00 a.m.

APPROVAL OF MINUTES

Jacqueline Woodward made a motion to accept and approve the December 13, 2024, meeting minutes. Dr. Tran second the motion, and it carried.

APPLICATIONS COMMITTEE

The Applications Committee reviewed 14 applications and provided the following recommendations:

- 2 Emergency Temp Permits
- 6 Initial Applications
- 4 Reinstatement Application
- 2 Renewals

All recommendations will be presented to the board during the scheduled board meeting.

Adjourn

Charlotte Whittaker made a motion to adjourn the meeting at 9:43 a.m. Jacqueline Woodward second the motion, and it carried.