

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

**April 9, 2024**

An 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

Dr. Keith Knapp  
David McKenzie, Chair  
Dr. Tuyen Tran

DEPARTMENT OF PROFESSIONAL LICENSING

Ivy Davis, Boards and Commissions Support Specialist  
Jamar Carter, Admin. Section Supervisor

MEMBERS NOT PRESENT

David Thomas  
Trevor Davis  
Eric Hagan  
Jacqueline Woodward  
Jason Shelton  
Charlotte Whittaker

OTHER

Daniel Leffel, Board Counsel and General Counsel

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**CALL TO ORDER**

Dr. Tuyen Tran called the meeting to order at 8:47 a.m.

**APPLICATIONS COMMITTEE**

The Applications Committee reviewed 18 applications and provided the following recommendations:

- 12 Initial Applications
  - 12 Approved per receipt of passing NHA & Core Exam
- 2 Endorsement Applications
  - 2 Approved
- 4 Reinstatement Applications
  - Approved

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

**Adjourn**

Dr. Keith Knapp made a motion to adjourn, Dr. Tuyen Tran second, and the motion carried at 9:47 a.m.