

**KENTUCKY BOARD OF LICENSURE FOR LONG-TERM CARE ADMINISTRATORS
MEETING MINUTES
January 7th, 2021**

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

MEMBERS PRESENT

Kenneth Urlage, chair
Thomas Davis
David McKenzie
Mother Christina Murray
Charlotte Whittaker
Jason Shelton
Dr. Tuyen Tran
Eric Hagan
Dr. Keith Knapp

DEPARTMENT OF PROFESSIONAL LICENSING

Michael Newman, Commissioner
Christie Kline, Board Administrator

MEMBERS NOT PRESENT

Melanie Eaton

OTHER

Leah Boggs, Legal Counsel

CALL TO ORDER

Kenneth Urlage called the meeting to order at 10:04am.

MINUTES

A motion was made by Kenneth Urlage to approve the meeting minutes of 11-05-2020. Jason Shelton seconded the motion, and the motion carried. A motion was made by Eric Hagan to approve the meeting minutes of 11-16-20. Thomas Davis seconded the motion, and the motion carried.

MONTHLY FINANCIAL REPORT

The board reviewed November 2020 and December 2020 reports.

DPL UPDATE

Commissioner Newman brought to the board that that he his working with Leah Boggs to see what, if anything, comes out of the Legislative sessions that will affect the Board.

LEGAL COUNSEL

Leah Boggs brought to the board that BR305 is now SB35, and that SB35 has been filed. The Board requested that Leah Boggs send board members a summary of the bill.

Leah Boggs brought to the board the subject of unauthorized practicum regarding that no legal advice can be provided to licensees for discussion.

OLD BUSINESS

Leah Boggs brought to the board that 201 KAR 6:020 wording was filed on 11-9-20 with the regulations compiler.

NEW BUSINESS

Christie Kline brought to the board a special accommodations request for discussion. Dr. Tuyen Tran motioned for Leah Boggs to see if a doctor's note was submitted to NAB as part of the special accommodations request, and, if not, for the applicant to submit a doctor's note to the board. Jason Shelton seconded the motion, and the motion carried.

Christie Kline brought to the board the applications approval process for discussion. The board made no changes to the current applications approval process.

Christie Kline brought to the board the annual election of Board Chair and Vice Chair. Thomas Davis motioned to elect Kenneth Urlage Board Chair. Charlotte Whittaker seconded the motion, and the motion carried. Dr. Tuyen Tran motioned to elect David McKenzie Vice Chair. Thomas Davis seconded the motion, and the motion carried.

Kenneth Urlage brought to the board the 2021 CEU requirements for discussion. The board tabled further discussion until the next board meeting.

Dr. Tuyen Tran brought to the board application decision of denial vs. deferral for discussion.

COMPLAINTS/STANDARDS OF PRACTICE COMMITTEE

David McKenzie brought to the board that the committee had no report, but would have a report for the next board meeting.

APPLICATIONS COMMITTEE

Dr. Tuyen Tran motioned to approve the following committee recommendations:

- 2 Emergency Temporary Permit applications, ratification of approval
- 3 Initial Licensure applications, approval
- 1 Licensure by Endorsement application, approval
- 1 Licensure by Endorsement application, approval pending receipt of proof of CEUs
- 1 Initial Licensure application, change prior decision from denial to deferral. The board requested Christie Kline send the applicant a letter informing them of this change.

Thomas Davis seconded the motion, and the motion carried.

CONTINUING EDUCATION COMMITTEE

Christie Kline brought to the board that there were no CEU Applications.

PER DIEM AND TRAVEL

Jason Shelton motioned to approve Per Diem. Dr. Tuyen Tran seconded the motion, and the motion carried.

ADJOURN

Motion made by Thomas Davis to adjourn the meeting at 11:34 a.m. Dr. Tuyen Tran seconded the motion, and the motion carried.

Kenneth Urlage

Kenneth Urlage, Chair