

**KENTUCKY BOARD OF LICENSURE FOR LONG-TERM CARE ADMINISTRATORS  
SPECIAL BOARD MEETING MINUTES  
November 16th, 2020**

A special board 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  
Charlotte Whittaker  
Dr. Tuyen Tran  
Eric Hagan  
Melanie Eaton

**DEPARTMENT OF PROFESSIONAL LICENSING**

Christie Kline, Board Administrator  
Dr. Michael Newman, Commissioner

**MEMBERS NOT PRESENT**

Mother Christina Murray  
Jason Shelton  
Dr. Keith Knapp, designee of Secretary Eric Friedlander

**OTHER**

Leah Boggs, Legal Counsel

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**CALL TO ORDER**

Kenneth Urlage called the meeting to order at 08:15am.

**APPLICATIONS COMMITTEE**

Motion made by Dr. Tuyen Tran of the Applications Committee for the following recommendations.  
Motion, seconded by Charlotte Whittaker, carried:

- Emergency Temporary Permit Applications (7) – approval
- Initial Licensure Applications (11) – approval
- Licensure by Endorsement Applications (2) - approval

**PER DIEM AND TRAVEL**

Motion made by Dr. Tuyen Tran to approve the following Per Diem. Motion, seconded by Thomas Davis, carried:

- Melanie Eaton, reviewed audited renewals, 9-10-20, 1.25 hrs
- Jason Shelton, reviewed audited renewals, 9-10-20, 1.75 hrs
- Jason Shelton, reviewed audited renewals, 11-2-20, 20 minutes

Motion made by Dr. Tuyen Tran to approve the following Per Diem and Travel. Motion, seconded by Thomas Davis, carried:

- Thomas Davis, Complaints Committee Meeting, 10-29-20, 3.5 hrs
- David McKenzie, Complaints Committee Meeting, 10-29-20, 3.5 hrs
- Mother Christina, Complaints Committee Meeting, 10-29-20, 3.5 hrs

Motion made by Dr. Tuyen Tran to approve the following Per Diem. Motion, seconded by Thomas Davis, carried:

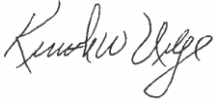
- November 5<sup>th</sup>, 2020 board meeting

Motion made by Thomas Davis to approve the following Per Diem. Motion, seconded by Charlotte Whittaker, carried:

- November 16<sup>th</sup>, 2020 special board meeting

**ADJOURN**

Motion made by Kenneth Urlage to adjourn the meeting at 08:25 a.m. Thomas Davis seconded the motion, and the motion carried.



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Kenneth Urlage, Chair