

**KENTUCKY BOARD OF LICENSURE FOR LONG-TERM CARE ADMINISTRATORS
MEETING MINUTES
July 1st, 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

Jason Shelton
Thomas Davis
David McKenzie, Vice Chair
Charlotte Whittaker
Eric Hagan
Mother Christina Murray

DEPARTMENT OF PROFESSIONAL LICENSING

Kevin Winstead, Commissioner
Chessica Nation, Administrative Section Supervisor
Christie Kline, Board Administrator

MEMBERS NOT PRESENT

Kenneth Urlage, Chair
Dr. Tuyen Tran
Dr. Keith Knapp
Melanie Eaton

OTHER

Leah Boggs, Board Counsel and General Counsel

CALL TO ORDER

Kenneth Urlage called the meeting to order at 10:02am.

MINUTES

A motion was made by Eric Hagan to approve the meeting minutes of 5-6-2021. Mother Christine Murray seconded the motion, and the motion carried.

MONTHLY FINANCIAL REPORT

The board reviewed the April 2021 and May 2021 reports.

DPL UPDATE

Commissioner Kevin Winstead brought to the board that if the board is aware of any upcoming unusual expenses to please let us know for budget preparation purposes for the upcoming legislative session.

Kevin Winstead brought to the board that in-person meetings would be resuming in mid-July, and that there would be the hybrid option for future board meetings to be in-person as well as virtual.

LEGAL COUNSEL

Leah Boggs brought to the board the signed and dated Agreed Order for Complaint 2020LTCA00014. The signed and dated Agreed Order passed unanimously.

Leah Boggs brought to the board the signed and dated Agreed Order for Complaint 2020LTC00015. The signed and dated Agreed Order passed unanimously.

Leah Boggs brought to the board long-term care facility administrator vacancies due to administrator's use of FMLA. Leah Boggs reported to the board that she would follow up with further investigation on this issue. David McKenzie tabled this issue until the next meeting.

OLD BUSINESS

Leah Boggs brought to the board the new Licensure Application form for review. Thomas Davis motioned to approve the new Licensure Application form. Charlotte Whittaker seconded the motion, and the motion carried.

Leah Boggs brought to the board the new Work Verification form for review. Thomas Davis motioned to approve the new Work Verification form. Charlotte Whittaker seconded the motion, and the motion carried.

Leah Boggs brought to the board the filing of the regulations. Thomas Davis motioned to file the regulations. Charlotte Whittaker seconded the motion, and the motion carried.

Christie Kline brought to the board a request for specific accommodations for NAB testing for discussion. Jason Shelton motioned to approve two of the specified accommodations. Thomas Davis seconded the motion, and the motion carried.

NEW BUSINESS

Christie Kline brought to the board a request to apply a reinstatement application fee toward an endorsement application fee. Charlotte Whittaker motioned to approve applying the reinstatement application fee toward the endorsement application fee. Mother Christina Murray seconded the motion, and the motion carried.

COMPLAINTS/STANDARDS OF PRACTICE COMMITTEE

The Committee brought to the board a reconsideration of its last recommendation regarding a complaint. The Committee motioned to reconsider its prior recommendation for complaint 2020LTCA00008. The motion passed unanimously.

The Committee motioned the following recommendation of the Complaints/Standards of Practice Committee, which passed unanimously:

2020LTCA00008 – license revocation

APPLICATIONS COMMITTEE

The Applications Committee motioned to approve the following committee recommendations:

- 7 Emergency Temporary Permit application, ratification of prior approval
- 5 Initial Licensure applications, approval
- 2 Initial Licensure applications, deferred for work experience requirement
- 2 Licensure by Endorsement application, approval

Charlotte Whittaker seconded the motion, and the motion carried.

CONTINUING EDUCATION COMMITTEE

The Applications Committee brought to the board that there were no continuing education applications.

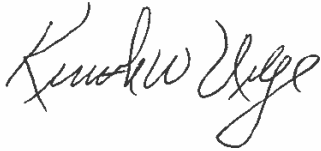
PER DIEM AND TRAVEL

Thomas Davis motioned to approve Per Diem for this board meeting. Mother Christina Murray seconded the motion, and the motion carried.

Thomas Davis motioned to approve Per Diem for renewals review by Jason Shelton on June 30th, 2021, and application reviews by Charlotte Whittaker on June 30th, 2021. Mother Christina Murray seconded the motion and the motion carried.

ADJOURN

Motion made by Thomas Davis to adjourn the meeting at 10:50 a.m. Charlotte Whittaker seconded the motion, and the motion carried.



Kenneth Urlage, Chair