

**KENTUCKY BOARD OF LICENSURE FOR LONG-TERM CARE ADMINISTRATORS
MEETING MINUTES
JULY 11, 2019**

A regular meeting of the Kentucky Board of Licensure for Long-Term Care Administrators was held at the Department of Professional Licensing, 911 Leawood Drive, Frankfort, KY on July 11, 2019.

BOARD MEMBERS PRESENT

Greg Wells, Board Chair
Kimberly Nall
Kenneth Urlage
Suzanne Shaffar
Dr. Tuyen Tran
Sherry Culp
Eric Hagan
David McKenzie

Department of Professional Licensing

Isaac VanHoose, Commissioner
Tammy Sharp, Board Administrator
Vicki Logan, Fiscal

Others

Marc Manley, Board Attorney

BOARD MEMBERS ABSENT

Mother Christina Murray
Melanie Eaton

CALL TO ORDER

Greg Wells, Board Chair, called the meeting to order at 11:15 a.m.

MINUTES

Greg Wells made a motion to approve the minutes from the July 11, 2019 meeting as presented. The motion seconded by Kimberly Nall carried.

FINANCIAL REPORT

The Board reviewed the financial reports for April, May and June of 2019. No motion required.

DPL REPORT

No report given

BOARD COUNSEL REPORT

Marc Manley presented regulation sub-committee report and briefly discussed pending changes.

NEW BUSINESS

The per diem rate for board members was briefly discussed. Marc Manley advised that the Board may vote for a per diem increase but that the regulation should address per diem and must be changed prior to the per diem increasing.

Kenneth Urlage made a motion to increase board member per diem from the current \$50.00 per day to \$120.00 per day. Sherry Culp and Dr. Tuyen Tran abstained. The motion was seconded by David McKenzie and carried.

Kenneth Urlage made a motion for David Mckenzie to serve as NAB delegate to attend the NAB conference November 13-15, 2019 in Las Vegas, Nevada at expense to NAB and Melanie Eaton to attend the NAB conference at expense to the Board. The motion was seconded by Dr.Tuyen Tran and carried.

COMPLAINTS COMMITTEE

The Complaints Committee recommended dismissal of the following complaints:

- 2018LTCA00006
- 2018LTCA00017
- 2019LTCA00012
- 2019LTCA00013
- 2019LTCA00017
- 2019LTCA00019
- 2019LTCA00022

Ongoing Complaint Files:

- 2018LTCA00001
- 2019LTCA00010
- 2019LTCA00011
- 2019LTCA00015
- 2019LTCA00016
- 2019LTCA00018
- 2019LTCA00020
- 2019LTCA00021

New Complaint Files:

- 2019LTCA00023
- 2019LTCA00024
- 2019LTCA00025
- 2019LTCA00026

Dr. Tuyen Tran made a motion to accept the Complaint Committee's recommendation. The motion was seconded by Kenneth Urlage and carried.

APPLICATIONS COMMITTEE

The Application Committee reviewed applications and made the following recommendations:

Initial Applications Approved: (10)

- Kevin Bandur
- Whitney Berryman
- Samantha Cason
- Rhonda Gibson
- Julia Howard
- Angelina Hurley
- Bryna Price
- Skyler Smith
- Candace Spurlock
- Kayla Thomas

Initial Applications Deferred: (2)

- Lawrence Brown
- Victoria Roby

Endorsement Applications Approved: (4)

- Erica Brown
- Todd Frasher
- Anthony Mollica
- Scott Stewart

Endorsement Applications Deferred (0)

Kimberly Nall made a motion to approve the application committee's recommendations. Motion seconded by David McKenzie, carried.

CONTINUING EDUCATION COMMITTEE

The Continuing Education Committee made the following recommendations:

Approved Continuing Education Courses/Programs (6)

- A Portrait of Success Conference 2019-Robert White
- Dementia and Drugs Workshop-Robert White
- Activities Director Workshop-Robert White
- Barren River Mental Health and Aging Coalition 2019 Conference-Joyce Dunagan
- KY School on Alcohol and Other Drug Studies-Crystal Barger
- Stem of Care Academy-Crystal Barger

Deferred Continuing Education Courses/Programs (1)

- 2019 Spring Continuing Education Conference-National Association of Social Workers-WV Chapter

Kenneth. Urlage made a motion to approve the CEU committee's recommendations. Motion seconded by Kimberly Nall, motion carried.

NEXT MEETING

The next scheduled board meeting of the Kentucky Board of Licensure for Long-Term Care Administrators will be held October 10, 2019.

TRAVEL AND PER DIEM

Kenneth Urlage made a motion to approve the Board's travel and per diem expenses for the board meeting and the Board's applications and committee meetings. Dr. Tuyen Tran seconded the motion, and the motion carried.

ADJOURNMENT

With no further business to discuss, Kenneth Urlage made a motion to adjourn the meeting. David McKenzie seconded the motion. Meeting adjourned by Greg Wells at 1:20 p.m.

GW/ts