

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

July 12, 2018

A regular meeting of the Kentucky Board of Licensure for Long-Term Care Administrators was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, KY on July 12, 2018.

**BOARD MEMBERS PRESENT**

Greg Wells, Board Chair  
Christopher Minnich, LTCA, Vice Chair  
Kim Nall, LTCA  
Dr. Karen Skaff  
Joseph Robert Flatt  
Patrick Donahue  
Sherry Culp

**Department of Professional Licensing**

Tammy Sharp, Board Administrator  
Courtney Cook-Financial

**Others**

Quincy Ward, Board Attorney

**BOARD MEMBERS ABSENT**

Craig Jennings  
Dr. Muhammad Babar  
Barbara Lester, Citizen-at-Large

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**CALL TO ORDER**

Greg Wells, board chair, called the meeting to order at 10:26 a.m.

**MINUTES**

Kim Nall made a motion to approve the minutes from the April 25, 2018 meeting as presented. The motion was seconded by Patrick Donahue and the motion carried.

**FINANCIAL REPORT**

The Board reviewed the financial reports for April, May and June of 2018.

**BOARD COUNSEL REPORT**

Quincy Ward briefly discussed the PPC Legal Services MOA renewal. Chris Minnich made a motion to accept the MOA and Robert Flatt seconded the motion and the motion carried.

Regulations 201 KAR 6:020, 201 KAR 6:050 and HSE briefly discussed. Regulations filed in May and tentatively in effect in September.

HB 50 review briefly discussed.

**NEW BUSINESS**

NAB post mid-year meeting update made by Dr. Karen Skaff. Next meeting date is November 7-9, 2018 in Tucson, AZ. Board members to notify at least thirty days prior if they wish to attend and appropriate travel paperwork completed. Motion to be made at October board meeting for those attending.

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**COMPLAINTS COMMITTEE**

The committee recommended dismissal of the following complaints:

- #17-013
- #18-001
- #18-002
- #18-003
- #18-004
- #18-007
- #18-008
- #18-009 A and B
- #18-011
- #18-012
- #18-013

**Ongoing Complaint Files:**

- #15-026
- #18-005
- #18-006
- #18-010

Christopher Minnich made a motion to accept the complaint committee's recommendation. Kim Nall seconded the motion and the motion carried.

**APPLICATIONS COMMITTEE**

The application committee reviewed applications and made the following recommendations:

**Initial Applications Approved: (9)**

- Terry Clay
- Cynthia Hollins
- Christy Jordan
- Christopher Linton
- Lee Look
- Kelly Mangum
- Kesa Quillen
- James Robinson
- Darla Waymon

**Initial Applications Deferred: (0)**

**Initial Applications Denied: (1)**

- LaDonna Allred

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**Endorsement Applications Approved: (4)**

- Leda Domino
- Jay Frances
- Atul Jain
- Tammie Tuttle

**Reinstatement/Reactivation Applications Approved: (5)**

- Robert Durham
- Christopher Kellogg
- Renee Moore
- Thomas Nielander
- Tina Whitt

**Reinstatement/Reactivation Applications Denied: (0)**

Chris Minnich made a motion to approve the application committee's recommendations. The motion was seconded by Kim Nall and carried.

**CONTINUING EDUCATION COMMITTEE**

The continuing education committee made the following recommendations:

**Approved Continuing Education Courses/Programs (3)**

- Barren River Mental Health and Aging Coalition Conference/Joyce Dunigan-10/25/18
- Active Shooter Workshop/Robert White-6/19/18
- 2018 KSLA Conference and Exhibition/Robert White-5/30/18 and 5/31/18

Robert Flatt made a motion to approve the application committee's recommendations. The motion, seconded by Kim Nall, carried.

**NEXT MEETING**

The next scheduled board meeting of the Kentucky Board of Licensure for Long-Term Care Administrators will be held on October 24, 2018.

**TRAVEL AND PER DIEM**

Chris Minnich made a motion to approve the Board's travel and per diem expenses for the board, applications and committee meetings. Patrick Donahue seconded the motion, and the motion carried.

**ADJOURNMENT**

With no further business to discuss, Chris Minnich made a motion to adjourn the meeting. The motion was seconded by Robert Flatt. The meeting was adjourned by Greg Wells at 11:21 a.m.

GW/ts