KENTUCKY BOARD OF LICENSURE FOR LONG-TERM CARE ADMINISTRATORS
MEETING MINUTES
July 9th, 2020

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	DEPARTMENT OF PROFESSIONAL LICENSING
Kenneth Urlage, chair	Christie Kline, Board Administrator
Thomas Davis	Chessica Nation, Administrative Section Supervisor
Eric Hagan	Dr. Michael Newman, Commissioner
Charlotte Whittaker	
Jason Shelton	
Keith Knapp, designee of Secretary Eric Friedlander	

MEMBERS NOT PRESENT	OTHER
Mother Christina Murray	Leah Boggs, Legal Counsel
Dr. Tuyen Tran	
Melanie Eaton	
David McKenzie	

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

MINUTES
A motion was made by Thomas Davis to approve the meeting minutes of 5-14-2020. Eric Hagan seconded the motion, and the motion carried.

MONTHLY FINANCIAL REPORT
The Board reviewed May 2020 and June 2020 reports.

DPL UPDATE
Dr. Michael Newman brought to the board that the building is still closed to the public with the exception of processing unemployment.

LEGAL COUNSEL
Leah Boggs brought forward to the board that she would be presenting new business.

OLD BUSINESS

NEW BUSINESS
Leah Boggs brought forward to the board the wording within 201 KAR 6:020. The board discussed 201 KAR 6:020. The board requested Leah Boggs clarify the wording in 201 KAR 6:020 and clarify the wording on the application for licensure form.

Leah Boggs brought forward to the board NAB's internal testing window. The board discussed the process for applicants to request extensions. The board requested Christie Kline manage applicant requests for extensions of NAB's internal testing window.

COMPLAINTS/STANDARDS OF PRACTICE COMMITTEE
Thomas Davis brought to the board the following recommendations as reviewed by the Complaint/Standards of Practice Committee:

- 2019LTCA00018 – recommend acceptance of Agreed Order. Thomas Davis motioned to approve acceptance of Agreed Order. Jason Shelton seconded, and the motion carried.
- 2019LTCA00026 – recommend dismissal. Thomas Davis motioned to approve dismissal. Jason Shelton seconded, and the motion carried.
- 2020LTCA00004 – recommend that more information be requested. The board requested that Leah Boggs draft a letter requesting more information.

APPLICATIONS COMMITTEE
The Applications committee brought to the board the recommendations of approval/denial of applications as follows:

Temporary Permit Final Approval: 1
Dr. Keith Knapp motioned to approve the following Temporary Permit Application. Thomas Davis seconded motion, and the motion carried.
- Denise Corrou

Initial Licensure Applications Approval: 4
Dr. Keith Knapp motioned to approve the following Initial Licensure Applications. Thomas Davis seconded motion, and the motion carried.
- Miranda Joyce-Shoenecker
- Candi Spears
- Spencer Stevens
- Kimberly Viers

Initial Licensure Applications Denial: 1
Dr. Keith Knapp motioned to deny the following Initial Licensure Application. Thomas Davis seconded motion, and the motion carried.
- Bobby King

Licensure by Endorsement Applications Approval: 4
Dr. Keith Knapp motioned to approve the following Licensure by Endorsement Applications. Thomas Davis seconded motion, and the motion carried.
- Morgan Breedwell
- Michael Elkes
- Michael Hale
- Kevin Bryant

Reinstatement Application Approval: 1

Dr. Keith Knapp motioned to approve the following Reinstatement application. Thomas Davis seconded, and the motion carried:

- Stefanie Jenkins

CONTINUING EDUCATION COMMITTEE

PER DIEM
A motion made by Charlotte Whittaker to approve per diem. Thomas Davis seconded the motion, and the motion carried.

A motion was made by Kenneth Urlage to approve additional days of per diem. The motion was seconded by Eric Hagan, and the motion carried.

ADJOURN
Motion made by Kenneth Urlage to adjourn the meeting at 11:00 a.m. Eric Hagan seconded the motion, and the motion carried.

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Kenneth Urlage, Chair