

**KENTUCKY BOARD OF LICENSED
DIABETES EDUCATORS (KBLDE)
Meeting Minutes – April 15, 2014**

A regular meeting of the Kentucky Board of Licensed Diabetes Educators was held at the Office of Occupations and Professions on April 15, 2014.

MEMBERS PRESENT

Kim Coy DeCoste, Board Chair
Dr. Carrie L. Isaacs, Secretary
Carolyn L. Dennis
Larry Smith

Occupations and Professions Staff

Jennifer Hutcherson, Board Administrator
Gordon Slone, Executive Director
Debra Day, Section Supervisor

MEMBERS ABSENT

Dr. Mehdi Poorkay

Others

Matt James – Office of the Attorney General

CALL TO ORDER

A meeting of the Kentucky Board of Licensed Diabetes Educators was called to order by Kim Coy DeCoste, Board Chair, at 10:09 a.m. on April 15, 2014 at The Office of Occupations and Professions. A quorum was present.

APPROVAL OF THE MINUTES

Mr. Smith made a motion to accept the minutes dated March 18, 2014. The motion, seconded by Ms. Dennis, carried.

OCCUPATIONS AND PROFESSIONS REPORT

Mr. Slone presented the Memorandum of Agreement to the board and answered questions regarding the MOA. Ms. Dennis made a motion to accept the MOA with O&P. Mr. Smith seconded the motion, and it carried. Mr. Slone reported that Gerald Lang, the new Resource Management Analyst in the fiscal section, began working at O&P on April 7th. Mr. Lang will assist the boards in keeping the websites up to date. A new employee will be hired on May 1st to fill the last vacancy in the fiscal section.

BOARD CHAIRMAN'S REPORT

Ms. DeCoste reported that the application committee is working efficiently. She also initiated a discussion about how to spread the word that the grandfathering deadlines are fast approaching. A brief announcement was written and Ms. Hutcherson will send it out to the contacts who received the first announcement in November 2013. She will also distribute it to board members to share with their contacts.

BOARD COUNSEL REPORT

Mr. James reported that at the May board meeting there will be an Open Records/Open Meetings Training.

NEW BUSINESS

A discussion was held to discuss changes that need to be made to the current forms. Ms. Hutcherson will edit the forms and send them to Mr. James. A motion was made by Ms. Dennis to authorize Mr. James to draft and submit regulation and form changes. The motion, seconded by Dr. Isaacs, carried.

A motion was made by Ms. Dennis to approve the AADE Core Concepts Course for apprentices. The motion, seconded by Dr. Isaacs, carried.

The board discussed the questions that were received by email. Ms. Hutcherson will draft responses to the emails and submit them to Ms. DeCoste for review prior to sending them out.

The board discussed the revised meeting schedule and how that would affect the renewal deadline. For the time being, the board decided to leave the schedule as is and revisit the topic at a later date, if needed. The meeting for the month of June was changed from June 17 to June 19. Ms. Hutcherson will work with Mr. Lang to update the website.

APPLICATION COMMITTEE REPORT

The board reviewed recommendations from the application committee for 35 applications. The application committee recommended approval of 14 MLDE applications and 20 LDE applications. The application committee recommended denial of one apprentice diabetes educator permit application. Ms. Dennis made a motion to accept the recommendations of the application committee. The motion, seconded by Dr. Isaacs, carried.

- Cynthia Absher – MLDE – Approved
- Kirstin Anderson – MLDE – Approved
- Elizabeth Ayers – LDE – Approved
- Erin Azbell – LDE – Approved
- Rebecca Barr – MLDE – Approved
- Veronica Boley – MLDE – Approved
- Cynthia Booth – LDE – Approved
- Yana Thomas-Buntsis – LDE – Approved
- Karla Calvert – LDE – Approved
- Lisa Carter – LDE – Approved
- Jacqueline Chisholm – MLDE – Approved
- Shana Cunningham – MLDE – Approved
- Amanda Diel – MLDE – Approved
- Melissa Gaither – MLDE – Approved
- Cathy Gill – MLDE – Approved
- Patricia Harston – LDE – Approved
- Dorothy Hundley – MLDE – Approved
- Barbara Jolly – LDE – Approved
- Jean Jones – MLDE – Approved
- Laura Jones – LDE – Approved
- Susan Law – LDE – Approved
- Melanie Mabins – LDE – Approved
- Deanna McPherson – LDE – Approved

- Valerie Morgan – MLDE – Approved
- Lee Ann Morse – LDE – Approved
- Whitney Mueller – LDE – Approved
- Lena Petty – LDE – Approved
- Theresa Renn – MLDE – Approved
- Carolyn Richey – LDE – Approved
- Ellen Schmidt – MLDE – Approved
- Julie Shapero – LDE – Approved
- Julie Steber – MLDE – Approved
- Penny Taylor – LDE – Approved
- Helois West – LDE – Approved
- Shelia Wood – Apprentice – Denied

TRAVEL AND PER DIEM

Ms. Dennis made a motion to approve travel and per diem for today's meeting. The motion was seconded by Dr. Isaacs. The motion carried unanimously.

FUTURE MEETINGS

The next Board Meeting will be held May 20, 2014 at 10:00 a.m. at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, KY.

ADJOURNMENT

With no further business to discuss the meeting was adjourned at 12:20 p.m.

Respectfully Submitted:

Jennifer Hutcherson, Board Administrator