

**KENTUCKY BOARD OF LICENSED
DIABETES EDUCATORS (KBLDE)
Meeting Minutes – February 18, 2014**

A regular meeting of the Kentucky Board of Licensed Diabetes Educators was held at the Office of Occupations and Professions on February 18, 2014.

MEMBERS PRESENT

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

Occupations and Professions Staff

Jennifer Hutcherson, Board Administrator
Gordon Slone, Executive Director

Others

Matt James – Office of the Attorney General
Vanessa Paddy
Betty Bryan

MEMBERS ABSENT

CALL TO ORDER

A meeting of the Kentucky Board of Licensed Diabetes Educators was called to order by Ms. Kim DeCoste, Chair, at 10:11 a.m. on February 18, 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 December 17, 2013. The motion, seconded by Ms. Dennis, carried.

OCCUPATIONS AND PROFESSIONS REPORT

Mr. Slone spoke to the board about the proposed budget and personnel changes at O&P. The vacant board administrator position has been filled by Vickie Logan, formerly an employee in the fiscal section. Justin Turner also accepted a position with the Labor Cabinet. This leaves two open positions in the fiscal section. These positions will be filled as quickly as possible. Mr. Slone left the meeting following his report.

BOARD CHAIRMAN'S REPORT

No report was given.

BOARD COUNSEL REPORT

No report was given.

NEW BUSINESS

A board discussion was held to answer the questions that were sent in by email. Ms. Hutcherson will send responses to Ms. DeCoste and Mr. James for review before sending them out.

The board discussed what initials to use upon receiving a diabetes educator license from the board. Mr. Smith made a motion to use: Master Licensed Diabetes Educator: MLDE and Licensed Diabetes Educator: LDE. The motion, seconded by Dr. Poorkay, carried. Ms. Hutcherson will have this information added to the board website.

The board discussed the use of an application committee. Mr. Smith made a motion to nominate Ms. DeCoste and Ms. Dennis as the standing members of the application committee. Dr. Isaacs seconded the motion. The motion carried. Ms. Hutcherson will continue to send the applications out to the board for review approximately one week before the meeting.

The board discussed the need for monthly meetings. The board decided that monthly meetings would continue until July 2014, at which time the board would meet every other month. The meetings for August 19, 2014 and October 21, 2014 are cancelled. Following the July meeting, the board will meet on September 16, 2014 and November 18, 2014.

Dr. Isaacs led a discussion to finalize the revisions to the FAQ's. Once they are complete, Ms. Hutcherson will have the website updated.

The board reviewed all applications that were received since the last board meeting, 28 total. Mr. Smith made a motion to accept and approve twenty-two applications as presented:

- Mary Beville – Master
- Cassandra Beyerle – Licensed
- Jennifer Cherolis – Master
- Angeleia Conley – Master
- Mary Davidson – Master
- Mary Ann DeMuro – Master
- Mary Galloway – Master
- Patricia Geil – Master
- Lisa Hart – Licensed
- Kerry Hayden – Master
- Melissa Hudson – Licensed
- Victoria Lawrence-Gilbert – Licensed
- Julie Muscarella – Master
- Michael Muscarella – Licensed
- Jennifer O'Bryan – Master
- Tamara Ross – Master
- Paul Sisson – Licensed
- Sharon Small – Licensed
- Kathleen Stanley – Master
- Rian Sutherland - Master
- Donna Teegarden – Master
- Rebecca Thompson – Master

The motion, seconded by Dr. Poorkay, carried.

Mr. Smith made a motion to defer five applications until further information is received:

- Teresa Blair – Master
- Cynthia Brown – Licensed
- DeAnna Leonard – Licensed
- Sharon Owens – Licensed
- Kathy Reynolds – Licensed

The motion, seconded by Ms. Dennis, carried.

Mr. Smith made a motion to deny one application. The motion, seconded by Dr. Poorkay, carried.

- Larry Wheeler

TRAVEL AND PER DIEM

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

FUTURE MEETINGS

The next Board Meeting will be held March 18, 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 1:07 p.m.

Respectfully Submitted:

Jennifer Hutcherson, Board Administrator