

**KENTUCKY BOARD OF LICENSED  
DIABETES EDUCATORS (KBLDE)  
Special Meeting Minutes – July 21, 2015**

A special meeting of the Kentucky Board of Licensed Diabetes Educators was held at the Office of Occupations and Professions on July 21, 2015.

**MEMBERS PRESENT**

Kim Coy DeCoste, Board Chair

Larry Smith

Carolyn L. Dennis

Dr. Mehdi Poorkay

**Occupations and Professions Staff**

Jennifer Hutcherson, Board Administrator

**Others**

Matt James – Office of the Attorney General

**MEMBERS ABSENT**

Dr. Carrie L. Isaacs, Secretary

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**CALL TO ORDER**

A special board meeting of the Kentucky Board of Licensed Diabetes Educators was called to order by Kim Coy DeCoste, Board Chair, at 10:12 a.m. on July 21, 2015 at the Office of Occupations and Professions. A quorum was present.

**APPROVAL OF THE MINUTES**

Mr. Smith made a motion to accept the minutes of the special meeting dated May 5, 2015. The motion, seconded by Ms. Dennis, carried.

**OCCUPATIONS AND PROFESSIONS REPORT**

Ms. Hutcherson reported that the online renewal system has been improved since last renewal period. MLDE's will be able to renew online this year. Ms. Hutcherson reported that Janet Cox in the Operations section is retiring at the end of July. Ms. Hutcherson also reported that OAG has a new attorney, Nicole Biddle.

**BOARD CHAIRMAN'S REPORT**

No report given.

**BOARD COUNSEL REPORT**

Mr. James reported that the regulation change submitted would likely become effective around September 1.

## **OLD BUSINESS**

The board discussed the letter from AADE in reference to the Associate Diabetes Educator program. It is attached to these minutes.

## **NEW BUSINESS**

The board reviewed an email about the scope of practice for a LDE. Ms. Hutcherson will draft a response to the email, according to the board's discussion, and will forward it to Mr. James and Ms. DeCoste for approval. The question and answer will also be added to the FAQ on the board's website.

Mr. Smith made a motion to approve reimbursement of board members travel expenses for the time frame July 17, 2012 through June 10, 2013, for a total of \$1,758.14. The motion, seconded by Ms. Dennis, carried.

The board discussed the requirements in 201 KAR 45:110. Ms. DeCoste stated that she feels the requirements are unrealistic. Upon board discussion, Mr. Smith made a motion to approve Mr. James to amend the regulation to state that supervision of an apprentice is to be two (2) hours quarterly, with at least one (1) hour being face to face or in person. Upon approval of the revision by Ms. DeCoste, the board further moves to allow Mr. James to file this amendment on their behalf. The motion, seconded by Dr. Poorkay, carried. The board set their public hearing for comments on this change for September 22 at 10:00 am. The board also discussed adding sample documents for the supervision plan to the board's website. Upon receipt of these items, Ms. Hutcherson will have them added to the board's website.

The board discussed the possibility of auditing a percentage of KBLDE licensees continuing education units at renewal time. The board does not currently have the regulatory authority to audit CEU's at this time. The board tabled this discussion until October.

## **APPLICATION COMMITTEE REPORT**

The board reviewed recommendations from the application committee for approval of three (3) applications for licensure. Mr. Smith made a motion to accept the recommendations of the application committee. The motion, seconded by Ms. Dennis, carried.

1. Melissa A. Begley – Apprentice
2. Carol Hisle – Master
3. Bridget Turner – Apprentice

## **TRAVEL AND PER DIEM**

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

## **FUTURE MEETINGS**

A public regulation hearing will be held on September 22 at 10:00 am at the Office of Occupations and Professions. The next Board Meeting will be held October 20, 2015 at 10:00 a.m. at the Office of Occupations and Professions.

**ADJOURNMENT**

With no further business to discuss, Mr. Smith made a motion to adjourn the meeting. The meeting was adjourned at 11:58 a.m.

Respectfully Submitted:

Jennifer Hutcherson, Board Administrator

July 20, 2015

Jennifer Hucherson  
Kentucky Board of Licensed Diabetes Educators  
911 Leawood Drive  
Frankfurt, KY 40601

Dear Jennifer:

Kim DeCoste and I recently had a conversation regarding the perceived conflict between Kentucky's Associate Diabetes Educator license and AADE's Associate Diabetes Educator practice level. After thinking through the challenge, Kim and I discussed the small but significant change in AADE's language that might help to resolve the issue. I have outlined AADE's proposal below.

AADE can shift its language without changing its intent. Simply moving from the terminology Associate Diabetes Educator to Diabetes Educator Associate\* (\*reflecting a collegial relationship not a position or a title. Refer to your state's title act for specific state related information) could resolve the issue.

The language in parentheses could be modified for greater clarity if necessary and included in most locations where the practice level referenced or a product or service intended for this audience is promoted.

Please let me know if this would be acceptable to the State Licensing Board.  
Thank you for your Assistance.

Sincerely,



Charles Macfarlane, FACHE, CAE  
Chief Executive Officer