

KENTUCKY BOARD OF LICENSURE FOR INTERPRETERS FOR THE DEAF AND HARD OF HEARING MEETING MINUTES
August 5, 2025

A meeting of the Kentucky Board of Licensure for Interpreters for the Deaf and Hard of Hearing was held at the Department of Professional Licensing located at 500 Mero Street, Frankfort, KY 40601 on August 5, 2025.

MEMBERS PRESENT

Marva Johnson
Deborah Porter
Jessica Minges
Reb Kreutzer

DEPARTMENT OF PROFESSIONAL LICENSING

Jolene Shearer, Board Administrator
Kristen Lawson, Commissioner
Lyndsay Sipple, Administrative Supervisor
Chasity Wray, Finance

MEMBERS NOT PRESENT

Hunter Bryant
Edie Ryan

OTHERS

Lilly Coiner, Legal Counsel
Linda Bozeman, Interpreter
Derek Drury, Interpreter
Catherine Falconer, General Counsel

GUESTS

Rinne Miller
Dawn Calbert
Hanah Shanebrook
Becky Bush

Tiffany Barnes
Kate Clevenger
Katie Harmon

CALL TO ORDER

Marva Johnson called the meeting to order at 1:05 p.m.

MINUTES

A motion was made by Reb Kreutzer to approve the minutes of the May 6, 2025, Board Meeting. Motion, seconded by Deborah Porter, carried.

A motion was made by Deborah Porter to approve the minutes with changes of the July 22, 2025, Complaints Committee. Motion, seconded by Reb Kreutzer, carried.

MONTHLY FINANCIAL REPORT

The financial statement for the months ending May 31, 2025, was presented to the Board for review. No further action as required.

The financial statement for the months ending June 30, 2025, was presented to the Board for review. No further action as required.

The financial statement for the months ending July 31, 2025, was presented to the Board for review. No further action as required.

A motion was made by Reb Kreutzer to approve the Investigators Contract. Motion, seconded by Marva Johnson, carried.

DPL UPDATE

Commissioner Lawson reported that April Alasbrook has left DPL. Someone will be detailed into her position until her job can be posted and they can fill it.

Commissioner Lawson also reported that Catherine Falconer has been hired to fill the General Counsel position.

Commissioner Lawson also reported that she is working with Boards and Commissions on the expiring Board Member terms for the Board.

LEGAL COUNSEL REPORT

A motion was made by Marva Johnson to enter into closed sessions at 1:33 p.m., pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding applications at which information protected by KRS 61.810(1)(k) may be discussed. Motion seconded by Jessica Minges, carried.

A motion was made by Deborah Porter to return to open session at 2:14 p.m. Motion, seconded by Reb Kruetzer, carried. No final action was taken in closed session.

The Board took a five minute break at 2:26 p.m..

The Board returned to the meeting at 2:32 p.m..

NEW BUSINESS

Marva Johnson reported that she was still working on gathering the contacts for the Policy Committee.

The Board discussed the request to waive a late fee from a licensee. The Board is unable to waive any fees per their Statues and Regulations.

The Board discussed the developing of the EIPA letter from 2013. As the Board cannot give advisory opinions, the Board will not be issuing a letter on this.

Marva Johnson advised the Board to look at 2026 dates for the meetings, and Board positions as three members have terms expiring October 1, 2025.

OLD BUISNESS

Board Administrator advised the Board that while the supervisor list on the Board's website still says "mentor" it is up-to-date with only those that the applications committee has approved to be Board Approved Supervisors.

The Board discussed the Nonresident List and if it can be posted on the Board's website. The Board Administrator and Legal Counsel will look into that.

COMPLAINTS COMMITTEE

2024KBI00001 – A motion was made by Deborah Porter to dismiss the complaint and issue the cease and desist letter as recommended by the Complaints Committee. Motion, seconded by Jessica Minges, carried.

APPLICATIONS COMMITTEE

Motion made by Marva Johnson to approve the approvals and denials and ratify the applications, renewals, audits, and CE provider applications reviewed and issued by the committee and Board Administrator from May 7, 2025 to August 4, 2025. Motion, seconded by Deborah Porter, carried.

ADJOURN

Motion was made by Jessica Minges to adjourn the meeting at 3:04 p.m. Motion, seconded by Marva Johnson, carried.