

**KENTUCKY LICENSING BOARD OF DURABLE MEDICAL EQUIPMENT
SUPPLIERS REGULAR BOARD MEETING MINUTES**

Tuesday, November 18, 2025, at 9:30 AM EST

A regular board meeting of the Kentucky Licensing Board for Durable Medical Equipment Suppliers was held via Teams on November 18, 2025.

BOARD MEMBERS PRESENT

Carolyn Basford, Chair

Cynthia Howard

David Chesnut

Cherri Lolley

DPL STAFF

Ivy Davis, Administrative Specialist Senior

Kristen Lawson, DPL Commissioner

Jenna Wells, Fiscal Support Specialist

OTHER

Lilly Coiner, Executive Advisor

Catherine Falconer, General Counsel

Jeffery McCubbins, Public

CALL TO ORDER

Board Chair, Carolyn Basford called the meeting to order at 9:39 a.m.

APPROVAL OF MINUTES

David Chesnut made a motion to approve the August 19, 2025, meeting minutes. Cherri Lolley second the motion, and it carried.

FINANCIAL REPORT

The board reviewed the financial reports from August 2025- October 2025, with no questions or concerns.

DPL REPORT

Commissioner Lawson reported that Lyndsay Sipple has been promoted to Staff Advisor and that there are two Supervisor positions that should be filled by December.

LICENSURE STATUS REPORT

The board reviewed the August 2025-November 2025 licensure status report. There are 312 active Kentucky licensees, 373 active out-of-state licensees, and 681 total active licensees.

LEGAL REPORT

Lilly Coiner had nothing to report.

NEW BUSINESS

The board reviewed the Investigative Services Contract. Carolyn Basford made a motion to accept and approved the Investigative Services Contract. Cherri Lolley second the motion and it carried.

The board scheduled the meeting dates for 2026. The recommended dates are February 17th, May 19th, August 18th, and November 17th, 2026. Carolyn Basford made a motion to accept the meeting dates for 2026, Cherri Lolley seconded the motion, and it carried.

OLD BUSINESS

The board discussed adding “Warehouse Only” to the applications. Carolyn Basford notified the board that it’s on the website and doesn’t need to be on the applications.

NEXT MEETING

February 17, 2026, at 9:30 a.m. EST.

ADJOURNMENT

Cynthia Howard made a motion to adjourn the meeting. David Chesnut second motion and it carried at 10:00 a.m. EST.