

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

May 21, 2024, at 9:30 AM

A regular board meeting of the Kentucky Licensing Board for Durable Medical Equipment Suppliers was held via Teams and in Mayo-Underwood Conference Room 259SW, Frankfort, KY 40601 on May 21, 2024.

BOARD MEMBERS PRESENT

Carolyn Basford, Chair

David Chesnut

Cindy Gueltzow

DPL STAFF

Ivy Davis, Board Administrator

Lyndsay Sipple, Administrative Section Supervisor

Jenna Wells, Fiscal Support Specialist

MEMBERS ABSENT

Cherri Lolley

Cynthia Howard

OTHERS

Clay Patrick, Board Counsel

CALL TO ORDER

Board Chair Carolyn Basford called the meeting to order at 9:35 a.m.

APPROVAL OF MINUTES

Mr. David Chesnut made a motion to approve the November 14, 2023, meeting minutes. Board Chair, Carolyn Basford seconded, and the motion carried.

FINANCIAL REPORT

The board reviewed the financial reports from November-December 2023 and January-April 2024 with no questions or concerns.

DPL REPORT

Commissioner Lawson was on vacation. Lyndsay Sipple introduced herself to the board and had nothing to report. Lyndsay informed the board that she is open to answer any questions from the board.

LICENSURE STATUS REPORT

The board reviewed the November 2023-April 2024 licensure status report.

LEGAL REPORT

The board reviewed complaint 2023DME0001. There was no response from the respondent. David Chesnut suggested that no response after 20 days, a second chance letter should be sent requesting a response in 10 days. No response after 10 days should result in a formal hearing for license suspension.

The board reviewed complaint 2023DME0002. The board recommended that the respondent is to be investigated. The investigator needs to see accreditation certificate, how the business is categorized, and a picture of the front door that indicates their hours of operation.

The board reviewed complaint 2023DME0004. The board recommended that the respondent is to be investigated.

The board reviewed complaint 2024DME00001. There was no response from the respondent. The board suggested that a last chance letter should be sent requesting a response in 10 days. No response after 10 days will result in a formal hearing for license suspension.

Board Chair, Carolyn Basford made a motion that if there is no response to the last chance letter, there should be a certified letter sent to the respondent notifying them of a formal hearing. David Chesnut second the motion, and the motion carried.

The board reviewed the Personal Service Contract between the KY Board of DMES and Jeff Knight for Investigative Services. David Chesnut made a motion to approve the investigator expense voucher as required and renewal of the contract. Cindy Gueltzow second the motion, and the motion carried.

NEW BUSINESS

Board Chair, Carolyn Basford made a recommendation and suggested investigator Jeff Knight performs all out of state inspections in person or virtually at the board's discretion. David Chesnut second, and it carried.

The board reviewed VGM Groups for a status update. Cindy Gueltzow made a motion that VGM Groups does not require a license. David Basford second, and it carried.

The board reviewed Sleepsafe Drivers, Inc. renewal status. The board recommendation is to send a letter asking for proof of accreditation and business license. Board Chair, Carolyn Basford motioned that if they are not accredited, they will need a virtual inspection. Cindy Gueltzow seconded the motion, and it carried.

NEXT MEETING

August 20, 2024, 9:30 a.m.

ADJOURNMENT

Cindy Gueltzow made a motion to adjourn the meeting. David Chesnut seconded motion, and the motion carried at 11:15 a.m.

