

**KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS  
BOARD RETREAT  
February 3-4, 2016**

A meeting of the Board of Licensed Professional Counselors was held on February 3-4 at 8:00 a.m. at General Butler State Park, Carrollton, KY.

**MEMBERS PRESENT**

Dr. Martin Wesley  
Ms. Marti Erwin  
Dr. John Rigney  
Dr. Kim Naugle (late arrival)  
Mr. Christopher Griffith  
Dr. Imelda Bratton (late arrival)  
Dr. Charles Pemberton

**OCCUPATIONS & PROFESSIONS STAFF**

Mrs. Diana Jarboe, Board Administrator

**OFFICE OF THE ATTORNEY GENERAL**

Mr. Brian Judy, Assistant Attorney General

**MEMBERS ABSENT**

None

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**CALL TO ORDER**

Mr. Griffith called the meeting to order at 9:20 a.m.

**NEW BUSINESS**

Dr. Rigney motioned to amend the December 4, 2015 Board meeting minutes adding the acceptance of the Ohio reciprocal licensure agreement. Dr. Wesley seconded the motion and the motion carried.

Dr. Rigney motioned for the Board pay \$8000.00 for the luncheon held at the KCA Conference in November 2016. Dr. Wesley seconded the motion and the motion carried.

The Board members thoroughly reviewed the licensure laws and regulations, including ethics, criminal background checks, supervisor designation, and application fee refunds. The Board amended and promulgated the regulations as discussed.

Dr. Rigney presented the Board with a mock version of an electronic licensure application/renewal system. The Board members will research available systems already in place for other state licensure Boards and continue discussion at the next Board meeting.

The Board members reviewed a draft of KRS 335.300-399 to be proposed in the current legislative session.

Dr. Wesley motioned for the Board to reconsider the application for licensure via endorsement for Erin Hughes, rescind the previous denial, and approve the application. Dr. Rigney seconded the motion and the motion carried.

The Board discussed and will implement a new process for all deferred applications. Deferred applications shall include language limiting the time allowed to submit the requested information. After the time expires, applicants will be required to reapply for licensure or supervision.

**TRAVEL AND PER DIEM**

Dr. Pemberton moved for approval of travel and per diem. The motion was seconded by Dr. Rigney. The motion carried.

**NEXT MEETING**

The next regular meeting of the Board is scheduled on February 19, 2016, at 10:00am, at the Office of Occupations and Professions in Frankfort, KY.

**ADJOURNMENT**

On Thursday, February 4, 2016 at 2:00pm, Dr. Pemberton made a motion to adjourn. The motion was seconded by Dr. Rigney and carried.

Minutes Prepared By Diana Jarboe  
February 11, 2016