

KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS
CEU APPLICATIONS COMMITTEE MINUTES
April 3rd, 2025

A meeting of the Kentucky Board of Licensed Professional Counselors was held via teleconference on April 3rd, 2024.

MEMBERS PRESENT

Kyle May
Denise Hutchins

DPL STAFF

Robert Brossart, Board Administrator

MEMBERS ABSENT

LEGAL COUNSEL

Sara Janes OLS

OTHER

CALL TO ORDER

Denise Hutchins called the meeting to order at 12:30pm.

APPROVAL OF MINUTES

NEW BUSINESS

- Develop process for CEU application review
 - Board Administrator reviewed Microsoft Excel document and Teams folder.
 - To add column for Board member's names to keep track of who reviewed.
- Discussion on moving forward.
 - Inquiry if Committee will need to go into closed session when discussing CEU applications and reason for denials.
 - OLS to follow up.
 - Monthly meeting to be scheduled for one (1) hour or less to discuss deferral, denials, and take vote to present at full board meeting.
 - One time meeting set for April 17th, 2025, at 9am.
 - Kyle May made motion for CEU Applications Committee to meet on April 17th, 2025, at 9am. Seconded by Denise Hutchins. Motion Carried.
 - CEU Applications Committee to meet monthly on the 2nd Friday of the month at 1pm, starting at 1pm.
 - Denise Hutchins made motion for CEU Applications Committee to meet monthly on the second Friday of the month starting with May 9th, 2025, at 1pm. Seconded by Kyle May. Motion Carried.

CEU APPLICATIONS

- None

ADJOURN

Denise Hutchins motioned to adjourn at 12:57pm., seconded by Kyle May. Motion carried.