

KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS
COMPLAINTS COMMITTEE MINUTES
October 16, 2025

A meeting of the Kentucky Board of Licensed Professional Counselors was held via teleconference on October 16, 2025.

MEMBERS PRESENT

Denise Hutchins
Jake Roberts
Charles Pemberton

DPL STAFF

Robert Brossart, Board Administrator

MEMBERS ABSENT

LEGAL COUNSEL

Sara Janes, OLS

OTHER

Kim Shephard
Jay Phillips,
Raymundo Pelago,
Mareitta Justice

CALL TO ORDER

Denise Hutchins called the meeting to order at 3:02p.m.

APPROVAL OF MINUTES

Charles Pemberton moved for the approval of the September 18, 2025. Denise Hutchins seconded motion. Jake Roberts abstained. Motion carried.

LPC INVESTIGATIONS - See Below

COMPLAINTS COMMITTEE

Sara Janes requested the Board enter closed session, pursuant to KRS 61.810(c) (f), (j) and (k) regarding deliberations of quasi-judicial bodies at which information protected by federal and state law may be discussed, to discuss complaints. So moved by Jake Roberts at 3:06pm, seconded by Charles Pemberton, which carried. The board entered closed session at 3:14p.m.

Charles Pemberton made a motion to leave closed session at 4:49p.m. The second by Jake Roberts was carried. No action was taken during closed session.

LPC INVESTIGATIONS / COMPLAINTS

Charles Pemberton made motion to approve the following recommendations to present to full board at the regular board meeting on 10/17/2025. Seconded by Jake Roberts. Motion carried.

- **2025LPC-00047** - Dismiss for no evidence of a violation of KY LPC laws and regulations.
- **2025LPC-00048** - Dismiss for no evidence of a violation of KY LPC laws and regulations. The Board has no jurisdiction related to private legal disputes or business and employment matters, including employment contract disputes where there is no evidence of harm to a client, or the investigation of Medicaid or insurance allegations of improper billing unless there is a finding of improper billing by the appropriate entity or a court of law, nor the authority to enforce the ACA Code of Ethics.

- **2025LPC-00049** – The Complaints Committee requests that the Complainant and Respondent provide supporting documentation for supervision (e.g. supervision logs and notes, or any other documentation) for the Committee's review.
- **2025LPC-00054** – Dismiss for no evidence of a violation of KY LPC laws and regulations.
- **2025LPC-00055** - Dismiss for no evidence of a violation of KY LPC laws and regulations.
- **2025LPC-00056** - Dismiss for no evidence of a violation of KY LPC laws and regulations.
- **2025LPC-00059** - Dismiss for no evidence of a violation KY LPC laws and regulations, nor evidence of police or CPS involvement related to allegations of illegal substances, with a warning to use caution with regard protected health information.
- **2025LPC-00063** - Dismiss for no evidence of a violation of KY LPC laws and regulations.

Quarterly Reports / Self-Reports / Correspondence

- **2025LPC-00029** - Approval of submitted CEUs
- **2025LPC-00031** – Approval of submitted CEUs
- **RTW Renewal** - Recommend that Board Administrator request that RTW send proof of 10 CEUs for 11/1/24 through present for renewal purposes.
- **Self-Report A.M.** - Request proof A.M. has advised A.M.'s clinical supervisor of the guilty plea and provide proof of completion of the DUI class along with proof of completion of any other conditions placed upon them by the court and thank A.M. for giving the proper notice.
- **2024LPC-00033** – Authorize board counsel to negotiate amending the original offer of informal settlement by amending certain terms as agreed to by the committee.

ADJOURN

Charles Pemberton motioned to adjourn at 4:56pm., seconded by Jake Roberts. Motion carried.