

KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS
COMPLAINTS COMMITTEE MINUTES
May 22, 2025.

A meeting of the Kentucky Board of Licensed Professional Counselors was held via teleconference on May 22, 2025.

MEMBERS PRESENT

Denise Hutchins
Jake Roberts
Kyle May

DPL STAFF

Robert Brossart, Board Administrator

MEMBERS ABSENT

LEGAL COUNSEL

Sara Janes, OLS

OTHER

Kim Shepard (Clinton Investigations)

CALL TO ORDER

Denise Hutchins called the meeting to order at 3:00p.m.

APPROVAL OF MINUTES

Jake Roberts moved for the approval of the March 20, 2025, minutes with correction to members absent in the listed attendance. Denise Hutchins seconded motion. Kyle May abstained. Motion carried.

Kyle May moved for the approval of the April 17, 2025, minutes with correction to repeat name listed on motion. Denise Hutchins seconded motion. Jake Roberts abstained. Motion carried.

Kim Shepard with Clinton Investigations provided update that some complainants and respondents have not responded to calls or certified mail and inquired about closing out and returning to LPC Board to review.

LPC INVESTIGATIONS – See Below

COMPLAINTS COMMITTEE

Sara Janes requested the Board enter closed session, pursuant to KRS 61.810(1)(j) and (1)(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, seconded by Denise Hutchins, which carried. The board entered closed session at 3:12 p.m.

Kyle May made a motion to leave closed session at 4:38p.m. The second by Jake Roberts was carried. No action was taken during closed session.

LPC INVESTIGATIONS

Kyle May made motion to approve recommendations to present to full board at the regular board meeting on 5/23/2025. Seconded by Jake Roberts. Motion carried.

- 2022LPC-00004 – Dismiss for failure to provide evidence of a violation of KRS 335.500 through .599 and 201 KAR Chapter 36.

- 2023LPC-00049 - Offer of informal settlement with three (3) hours CEUs on KY Law and three (3) hours of CEUs in best practices in distance counseling which shall include maintaining confidentiality; a \$400 fine (the amount which was determined by taking into consideration the average hourly fee in the industry in KY of \$80/hour X 5, which was the number of hours of counseling Respondent spent with the Complainant as a client).
- 2023LPC-00052 –Private admonishment with 3 hours of CEUs in dual relationships and conflicts of interest w/n 3 months.
- 2024LPC-00033 - Offer of informal settlement with a public reprimand for: a) conducting counseling sessions in a non-confidential setting, b) lack of professionalism, and c) failure to properly transition care of clients, and with the following conditions:
 1. Six (6) months of supervision by a board-approved supervisor, and submission of a Supervision Report on Respondent's progress to the board at the end of the 6-month period; and
 2. Ten (10) hours of CEUs on dual relationships, confidentiality, and transition of care in addition to the regular annual CEU requirements; and
 3. To refer the matter back to Clinton to continue the investigation to locate potential witnesses if informal settlement is not accepted.

COMPLAINTS

- 2025LPC-00015 – Issuance of board subpoena to the Complainant for the text messages that are the subject of the complaint, and which are referenced in the Complaint as being held by the Complainant.
- 2025LPC-00018 – Dismiss.
- 2022LPC-00018 & 00019 - Approval of hours for completion of requirements.
- 2024LPC-00055 - Approval of hours for completion of requirements.
- 2025LPC-00009 - Response to admonishment to be placed in the file.
- 2024LPC-00053 - Approval of hours for completion of requirements.

ADJOURN

Kyle May made motioned to adjourn at 4:51pm., seconded by Jake Roberts. Motion carried.