

KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS
COMPLAINTS COMMITTEE MINUTES
September 18, 2025.

A meeting of the Kentucky Board of Licensed Professional Counselors was held via teleconference on September 18, 2025.

MEMBERS PRESENT

Denise Hutchins
Jake Roberts
Charles Pemberton

DPL STAFF

Robert Brossart, Board Administrator

MEMBERS ABSENT

LEGAL COUNSEL

Sara Janes, OLS

OTHER

Brittanie Washington
Jess Mann
Jadora Parks
Kim Shepherd (Clinton Investigations)

CALL TO ORDER

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

APPROVAL OF MINUTES

Motion was deferred due to absence of Mr. Roberts at the beginning of the meeting and absence of Ms. Hutchins at the August 21, 2025, meeting.

LPC INVESTIGATIONS – See Below

COMPLAINTS COMMITTEE

Sara Janes requested the Committee 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 Charles Pemberton, seconded by Denise Hutchins, which carried. The Committee entered closed session at 3:07 p.m.

Jake Roberts joined the meeting during closed session at 4:03pm.

Charles Pemberton made a motion to leave closed session at 4:12p.m. The second by Jake Roberts was carried. No action was taken during closed session.

Motion to approve the following Recommendations by Jake Roberts. Second by Denise Hutchins. Charles Pemberton abstains. All in favor. Motion carries.

Recommendations:

- **2025LPC-00030** - Written assurance of voluntary compliance with the supervision requirements of 201 KAR 36:060 and 36:065, and written proof the licensee has reported the entry of this Agreed Order to all other supervisees and that each supervisee is in compliance with their

respective supervision agreement(s). Written assurance of voluntary compliance with supervision requirements and proof of reports to supervisees who are compliant with appropriate job placements within an approved supervision agreement shall be provided within thirty (30) days of approval of the Agree Order or the licensee shall lose their "S" for six (6) months; and, Completion of the 15-hour LPCC-S Supervision Training, synchronous or in-person, with proof of completion to the board w/n 6 months.

- **2025LPC-00040** - Written assurance of voluntary compliance with the supervision requirements of 201 KAR 36:060 and 36:065, and written proof the licensee has reported the entry of this Agreed Order to all other supervisees and that each supervisee is in compliance with their respective supervision agreement(s). Written assurance of voluntary compliance with supervision requirements and proof of reports to supervisees who are compliant with appropriate job placements within an approved supervision agreement shall be provided within thirty (30) days of approval of the Agree Order or the licensee shall lose their "S" for six (6) months; and, Completion of the 15-hour LPCC-S Supervision Training, synchronous or in-person, with proof of completion to the board w/n 6 months.
- **2025LPC-00042** - Written assurance of voluntary compliance with the supervision requirements of 201 KAR 36:060 and 36:065, and written proof the licensee has reported the entry of this Agreed Order to all other supervisees and that each supervisee is in compliance with their respective supervision agreement(s). Written assurance of voluntary compliance with supervision requirements and proof of reports to supervisees who are compliant with appropriate job placements within an approved supervision agreement shall be provided within thirty (30) days of approval of the Agree Order or the licensee shall lose their "S" for six (6) months; and, Completion of the 15-hour LPCC-S Supervision Training, synchronous or in-person, with proof of completion to the board w/n 6 months.
- **2025LPC-00043** - Written assurance of voluntary compliance with the supervision requirements of 201 KAR 36:060 and 36:065, and written proof the licensee has reported the entry of this Agreed Order to all other supervisees and that each supervisee is in compliance with their respective supervision agreement(s). Written assurance of voluntary compliance with supervision requirements and proof of reports to supervisees who are compliant with appropriate job placements within an approved supervision agreement shall be provided within thirty (30) days of approval of the Agree Order or the licensee shall lose their "S" for six (6) months; and, Completion of the 15-hour LPCC-S Supervision Training, synchronous or in-person, with proof of completion to the board w/n 6 months.
- **2025LPC-00045** - Written assurance of voluntary compliance with the supervision requirements of 201 KAR 36:060 and 36:065, and written proof the licensee has reported the entry of this Agreed Order to all other supervisees and that each supervisee is in compliance with their respective supervision agreement(s). Written assurance of voluntary compliance with supervision requirements and proof of reports to supervisees who are compliant with appropriate job placements within an approved supervision agreement shall be provided within thirty (30) days of approval of the Agree Order or the licensee shall lose their "S" for six (6) months; and, Completion of the 15-hour LPCC-S Supervision Training, synchronous or in-person, with proof of completion to the board w/n 6 months.

- **2025LPC-00033** - Private admonishment and recommendation that licensee takes the KY Law class synchronous or in-person and provide proof of completion to the board.
- **2025LPC-00039** - Private admonishment and recommendation that licensee takes the KY Law class synchronous or in-person and provide proof of completion to the board.
- **2025LPC-00041** - Private admonishment and recommendation that licensee takes the KY Law class synchronous or in-person and provide proof of completion to the board.
- **2025LPC-00044** - Private admonishment and recommendation that licensee takes the KY Law class synchronous or in-person and provide proof of completion to the board.

Charles Pemberton moved for the approval of the August 21, 2025, minutes. Jake Roberts seconded motion. Denise Hutchins abstained. Motion carried.

Sara Janes requested the Committee 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 Charles Pemberton, seconded Jake Roberts, which carried. The Committee entered closed session at 4:17 p.m.
Jake Roberts left at 4:19pm.

Charles Pemberton made the motion to come out of closed session at 4:55 PM. Denise Hutchins seconded the Motion, which carried.

Ms. Hutchins announced the committee was out of closed session at 4:55 p.m. No action was taken during closed session.

Motion to approve the following Recommendations by Charles Pemberton. Second by Denise Hutchins. All in favor. Motion carries.

Recommendations:

- **2025LPC-00005** - Dismiss due to retaliatory nature of the complaint with a warning from the Board that the licensee should use caution when using unencrypted messaging and lack of professionalism by texting during a session.
- **2025LPC-00004** - Dismiss due to retaliatory nature of the complaint with a warning from the Board that the licensee should use caution when using unencrypted messaging.
- **2024LPC-00048** - Dismiss with no evidence of a violation of KY LPC law.
- **2024LPC-00045** - Dismiss for no evidence of violation of KY LPC laws.
- **2024LPC-00058** - Dismiss for lack of evidence of incapacity of licensee.
- **2023LPC-00023** - Dismiss.

- **2025LPC-00016** – Dismiss as there is no evidence of a violation of KY LPC laws.
- **2025LPC-00037** – Dismiss with no evidence of violation of KY LPC laws.
- **2025LPC-00046** - Refer for investigation to include specific questions posed by the Committee.
- **2025LPC-00050** – Dismiss.
- **2025LPC-00051** – Defer pending outcome of fitness for duty evaluation.
- **2025LPC-00052** – Refer to Clinton for Complainant’s clinical file and all related billing documentation for October board mtg, if possible, w/o interviews at this time. Submit this info to board to determine if interviews are needed.
- **2025LPC-00053** – Refer for investigation to interview the clinical supervisor only at this time. Committee seeks information on composition of supervision sessions and supervision logs, as well as supervisor’s general comments on the allegations in the complaint relating to documentation.

Quarterly Reports / Self-Reports / Correspondence

- Information on K.T. from CHFS: File Board complaint based on information in possession.
- 2025LPC-00003 - CEU Completion - Approve.
- 2022LPC-00031 Request for early reinstatement not approved.
- Board of Nursing forwarded complaint: No action with response to the Board of Nursing that this is the proper board but there is no evidence the licensee was acting in their capacity as a licensed professional counselor, that the complainant is a client, or that the licensee violated any other KY LPC law.

ADJOURN

Charles Pemberton motioned to adjourn at 5:03pm., seconded by Denise Hutchins. Motion carried.