

**KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS  
COMPLAINTS COMMITTEE MINUTES  
December 15, 2023**

A meeting of the Kentucky Board of Licensed Professional Counselors was held via teleconference on December 15, 2023

**MEMBERS PRESENT**

Amanda Grigsby  
Beverly Martin

**DPL STAFF**

Stephanie Hilson-Robinson, Board Administrator  
Lyndsay Sipple, Admin Section II Supervisor

**MEMBERS ABSENT**

**LEGAL COUNSEL**

Sara Janes, OLS

**OTHER**

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**CALL TO ORDER**

Ms. Grigsby called the meeting to order at 8:44 a.m.

**APPROVAL OF MINUTES**

Ms. Martin moved for the approval of the November 17, 2023, minutes. The second by Ms. Grigsby was carried.

**LPC INVESTIGATIONS**

**COMPLAINTS COMMITTEE**

Ms. 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 Ms. Martin, seconded by Ms. Grigsby, which carried. The board entered closed session at 8:45 a.m.

Ms. Grigsby made a motion to leave closed session at 9:54 a.m. The second by Ms. Martin was carried. No action was taken during closed session.

**INVESTIGATIONS**

- 2022LPC-00001 – Offer of Informal Settlement to include 3 months of supervision with focus on Code of Ethics, personal relationships, treatment documentation. Supervisor shall monitor session notes and treatment plans, and report to the Board after three months. Licensee shall complete the following CEUs: General Documentation/ Counseling Documentation (3 hours) and Abandonment, Termination, and Transition (3 hours)

**COMPLAINTS COMMITTEE**

- 2023LPC-00034 – Complaint dismissed with cautionary note and CEU recommendation.
- 2023LPC-00050 – Dismiss.
- 2023LPC-00051 – Dismiss.
- 2023LPC-00052 – Additional documentation requested by January 17, 2024.
- 2023LPC-00053 – Offer of Private Informal Settlement to include quarterly reports from Board-approved supervisor.
- 2021LPC-00037 - Final Compliance Letter accepted by Committee.

- AW Email - Defer to Regular Board Meeting for discussion.
- 2021LPC-00003 Quarterly Report - Accepted by Committee.

**ADJOURN**

Ms. Martin motioned to adjourn at 9:55, seconded by Ms. Grigsby. Motion carried.