

**KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS  
COMPLAINTS COMMITTEE MINUTES  
October 20, 2023**

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

**MEMBERS PRESENT**

Amanda Grigsby  
Beverly Martin

**DPL STAFF**

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

**MEMBERS ABSENT**

Jake Roberts

**LEGAL COUNSEL**

Sara Janes, OLS

**OTHER**

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**CALL TO ORDER**

Ms. Hilson-Robinson called the meeting to order at 8:38 a.m.

**APPROVAL OF MINUTES**

Ms. Martin moved for the approval of the September 15, 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. Grigsby, seconded by Ms. Martin, which carried. The board entered closed session at 8:40 a.m.

Ms. Grigsby made a motion to leave closed session at 10:00 a.m. The second by Ms. Martin was carried. No action was taken during closed session.

- 2023LPC-00032 – Offer of Informal Settlement: six (6) hours of continuing education with three (3) hours of ethics focusing on abandonment and three (3) hours on HIPAA and confidentiality relating to email usage and notice of discipline by the Board to supervisor.
- 2023LPC-00033 – Dismiss.
- 2023LPC-00034 – Invite Respondent to November Complaints Committee meeting to ask questions relating to the complaint.
- 2023LPC-00041 – Dismiss.
- 2023LPC-00042 – Dismiss.
- 2023LPC-00043 – Dismiss.
- ESL Self Report – No action required. Place documentation in licensee’s application file for consideration upon any future application for renewal or reinstatement.
- 2023LPC-00044 – Deadline issued to verify supervision hours.
- 2022LPC-00004 K.J. Quarterly Status Report – Report accepted by committee.
- 2023LPC-00039 Verified Sur-Reply – Board Counsel to reply to attorney.

- 2021LPC-00042 N.M. Bi-Annual Status Report – More information requested for compliance with Agreed Order.
- 2023LPC-00027 T.M. Quarterly Status Report - Report accepted by committee.

**ADJOURN**

Ms. Grigsby motioned to adjourn at 10:01, seconded by Ms. Martin. Motion carried.