

**KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS  
COMPLAINTS COMMITTEE MINUTES  
July 18, 2024**

A meeting of the Kentucky Board of Licensed Professional Counselors was held via teleconference on July 18, 2024.

**MEMBERS PRESENT**

Beverly Martin  
Denise Hutchins

**DPL STAFF**

Robert Brossart, Board Administrator  
Kayla Maupin, DPL Staff/Board Administrator

**MEMBERS ABSENT**

Jake Roberts

**LEGAL COUNSEL**

Sara Janes, OLS

**OTHER**

Chelsea Smith

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**CALL TO ORDER**

Beverly Martin called the meeting to order at 3:06 p.m.

**APPROVAL OF MINUTES**

Denise Hutchins moved for the approval of the June 20, 2024, minutes with an amendment to correct the spelling of her last name to remove “on”. Beverly Martin seconded motion. Motion carried.

**LPC INVESTIGATIONS - See Below**

**COMPLAINTS COMMITTEE**

Ms. Janes reviewed proposed amendments to 201 KAR 36.050, Complaints Management, and proposed amendments to DPL-LPC-11, Complaint Form that would include an instruction sheet and medical release .

Motion to present the proposed amendments and form to the full board for consideration made by Denise Hutchins, 2nd by Beverly Martin. All in favor. Motion carried.

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 Beverly Martin, seconded by Denise Hutchins, which carried. The board entered closed session at 3:20 p.m.

**INVESTIGATIONS**

- 2023LPC-00031 - Dismiss. No proof of violation of KRS 335 or 201 KAR Chapter 36 or ethical violations and no jurisdiction of the Board on private employment matter.

**COMPLAINTS COMMITTEE**

- 2022LPC-00002 – Proceed with investigation and defer to next month pending responses to investigator by complainant and respondent.

- 2024LPC-00023 – Dismiss. Private legal dispute. No violation of KRS Chapter 335 or 201 KAR Chapter 26.
- 2024LPC-00028 – Dismiss. Private legal matter. Complainant was not a client.
- 2021LPC-00003 – Accepted by Committee
- 2022LPC-00044 – Accepted by Committee
- 2023LPC-00053 – Accepted by Committee
- GH Quarterly Report – Accepted by Committee
- Correspondence A.M. – Recommend filing board complaint for criminal charges that are pending.
- A.M – New board complaint on new conviction as companion case to 2024LPC-00009.
- Recommend approval of Dr. Shelton’s invoice for FFD report in 2024LPC-00012 upon corrections to the Summary and Impressions section to correct language that the referral was made by the Board and not the employer. Committee will make a determination regarding the complaint and self-report at the August meeting.

Denise Hutchins made a motion to leave closed session at 4:19 p.m. The second by Beverly Martin was carried. No action was taken during closed session.

Denise Hutchins made motion to approve recommendations to present to full board at the regular board meeting on 7/20/2024. Seconded by Beverly Martin. Motion carried.

**ADJOURN**

Beverly Martin motioned to adjourn at 4:35pm., seconded by Denise Hutchins. Motion carried.