

**KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS
MEETING MINUTES
March 20, 2026**

A Regular Meeting of the Kentucky Board of Licensed Professional Counselors was held in-person in Room 127CW, 500 Mero Street, Frankfort, KY and via teleconference on March 20, 2026.

MEMBERS PRESENT

Denise Hutchins, Chair
Lauren Muir
R. Kyle May
Joellen Marion
Dr. Hannah Coyt
Wm. Jake Roberts

DPL STAFF

Robert Brossart, Administrative Specialist Senior
Ashley Cotton, Administrative Specialist Senior
Gabe Dent, Administrative Section Supervisor
Chasity Wray, Administrative Specialist Senior
Kristen Lawson, DPL Commissioner

MEMBERS ABSENT

Charles Pemberton

LEGAL COUNSEL

Sara Janes, OLS

OTHER

Dawn Hinton - KCA

CALL TO ORDER

Chair Hutchins called the meeting to order at 10:00am

MINUTES

Kyle May made motion to defer the February 20, 2026 meeting minutes to April Board meeting to make corrections and include per diem dates. Second by Lauren Muir. Motion carries.

Kayle May made motion to correct the December 19, 2025, regular board meeting minutes to correct an Agreed order case number to 2024LPC-00033. Second by Lauren Muir. Motion carried.

MONTHLY FINANCIAL REPORT

The Board reviewed the February 2026 financials. Ms. Wray discussed the current standing of the Board financials and remaining breakdown throughout the fiscal year. No further action required.

Denise Hutchins inquired if all AASCB reimbursement documents had been received by the members who attended.

DPL REPORT

Commissioner Lawson reported on contracts with DPL and what actions by the board need to be taken for approval. Contracts presented and reviewed by the Board as follows:

- MOA between OLS & Professional Counselors
- PSC Between Clinton Investigations LLP and Professional Counselors Board
- PSC between Abundant Living Psychological and Coaching Services and Professional Counselors Board

Kyle May made a motion to approve the three bi-annual contracts that were presented. Lauren Muir second. Motion carries.

NEW BUSINESS

KCA Update – Dawn Hinton, reported KCA is finalizing the fall 2026 conference with update on Keynote speakers. The proposal on sponsorship will be submitted soon and KCA has begun working on the 2027 conference.

Counseling Compact Update – Compact Delegate Denise Hutchins reported the Compact Commission held a business meeting in Orlando with a presentation of new executive committees member. Voting began and all three (3) positions were running unopposed. Three (3) new rules are proposed that are open for public comment. The three rules are:

- Continuous Credentialing.
- Conversion of a privilege to practice to a home state license
- Supervised postgraduate experience

Ohio has gone live, bringing total to three (3) states that are now actively participating. Another state is joining the counseling compact, bringing total to 39 states.

Update on Upcoming Conference - American Counseling Association (ACA) conference will be held in April in Columbus, Ohio.

Counseling Regulatory Boards Summit (CRBS) Conference will be held in June in Dearborn, Michigan. To be added to the April agenda.

Application FAQ – Newsletter – include info on application pitfalls and things to watch out for. Dawn Hinton asked if they can embed this information in their Newsletter that goes out in May.

OLD BUSINESS

•Response from CCE - NBCC Jurisprudence Exam –Legal provided update regarding exam cost and notice timeframes from NBCC being 90 days to 120 days. Update on CCE regarding ownership of information, exam responses, exam material, none soliciting of employment, and termination language.

ACA Code of Ethics – The ACA is making comprehensive revisions of its 2014 Edition. and i will be open for review/commenting until late April.

AASCB Conference – Board members who attended discussed the conference and how other states are structured and the difference they saw with singular vs composite boards. Voting is open for board of directors' election.

Scope of Practice Relating to Assessments – The Board discussed the addition of a Standards of Practice regulation pursuant to KRS 335.515. Further tabled to closed session.

Supervision Agreement / Complaints Remediation Plan - Tabled to closed session.

CM Appeal / Correspondence letter- Tabled to closed session.

Jake Roberts made a motion to enter closed session at 10:46 a.m., pursuant to KRS 61.810(1)(c), (f) (j) and (k) regarding deliberations of quasi-judicial bodies at which information protected by federal and state law may be discussed, to discuss applications, complaints and legal

matters/litigation. Kyle May seconded the motion, which carried, and the board entered closed session at 10:46 a.m.

BREAK 10:47 a.m.

RESUMED 10:57 a.m.

Kyle May made motion to come out of closed session at 12:19 p.m. Hannah Coyt seconded the motion, which carried. Chair Hutchins announced the Board was back in open session at 12:19 p.m. No action was taken during the closed session.

Hannah Coyt made a motion to approve the supervision agreement plan to remediate supervision requirements which will go to all LPCAs and LPCC-Ss with the appropriate forms (Supervision Agreement and Affidavit); and; to approve the Complaints Committee Plan to approve the supervision agreement plan for complaints relating to supervision agreements. Kyle May second. Motion carries.

Joellen Marion made a motion to approve changes in conditions of licensure for C.M. to strike the conditions that C.M.'s LPCC-S may not have had prior discipline, and that the LPCC-S have 5 years continuous experience as an LPCC-S, and impose a new condition that quarterly reports also include supervision notes with a clear demonstration of building knowledge regarding KY LPC laws and ethics. lic Second by Kyle May. Motion carries.

Hannah Coyt made a motion to hold Complaint No. 2024LPC-00034 open pending any attempt to reinstate or reapply for licensure to require the complaint to be resolved. Second by Lauren Muir. Motion carries.

Hannah Coyt made motion to send a Cease & Desist to T.M. for practicing without a license. Second by Kyle May. Motion carries.

Discussion on the possibility of a Special Meeting. A decision was made to add scope of practice to board retreat agenda scheduled for May 6th and 7th 2026 held in Frankfort.

APPLICATIONS COMMITTEE

The Applications Committee (Hannah) makes the following recommendations as its motion for approval. Kyle second. Motion carries.

Licensed Professional Counselor Associate (LPCA)

Brittany Nicole Buckner, Sara Kayli Coots, Hannelore Eveline Elliott, Jennifer Ellen Farah, Kathleen Julie Elisabeth Foley, Caleb Braiison Fouts, Johnathan Fraley, Erin Michelle Henderson, Ellen Alexis Hutchins, Kayla Nicole Jenkins, Emily Keck, Claudia Morgan Killen, Ellen London, Wesley T. McCaskill, Dasherelle Delwan Moore, Markandey Rahul Patil, Ryan Stuart Porter, Dennis Eugene Seale, Deborah Louise Stanton, James W Turner, Kaylee Arleen Walters, Michael A Woolever, Jordan Zumnick

Licensed Professional Clinical Counselor (LPCC)

Alexis Julia Arsenault, Joseph Benjamin Autry, Caitlyn Shae Blake, Taria Booker, Rachel Renee Cherry, Pierre Choucroun, Katharine Melancy Christie, Lisa M Devine, Natalie Rhea Dixon, Jack Justin Dreher, Heather Elizabeth Floyd, Haley Rose Gouine, Sarah Lawrence Howell, Jessica L Hubbs, Lisa M Hunter, Bethany Nicole Husk, Nicholas Alexander Jenkins, Maria Luz De La Serna Koser, Maria Luella Owens, Edmund Maurice Roberson, Sandra Shannon, Tammy Jo Steiner, Angelica Hope Stivers, Allison L Strickling

Applications Committee makes the following recommendations as its Motion for **denial**:

Licensed Professional Counselor Associate (LPCA)

AV (LPCA)

Licensed Professional Clinical Counselor (LPCC)

LZ (Reciprocity LPCC), DR (Endorsement LPCC), RA (LPCC), RJ (reciprocity LPCC), IM (Endorsement LPCC), MB (Endorsement LPCC)

CEU APPLICATIONS COMMITTEE

Kyle May made motion to accept the CEU Applications Committee's recommendations for approvals and denials. Hannah Coyt second. Motion carries.

REGULATIONS COMMITTEE

Scheduled to meet 3/23/26. Proposed regulations for FBI Background checks will be included in the April meeting packet for board consideration.

COMPLAINTS COMMITTEE

The Complaints Committee makes the following recommendations as its motion:

- 2025-LPC-00013 - Dismiss for lack of evidence of a violation over which the board has authority to act.
- 2025-LPC-00052 - Refer back to investigator to interview the Complainant to determine what services they thought they were getting; and, to ask the Complainant and the Respondent for a copy of any informed consent, contract, or other service agreement between Respondent and Complainant as to the nature of the services being provided.
- 2025-LPC-00053 - Refer back to Investigator to obtain evidence on whether the company has corrected the documentation on billing, and if not, whether it was private insurance or Medicaid, and to follow up on the recommendations made by investigator, if necessary.
- 2025-LPC-00072 – Dismiss without prejudice.
- 2026LPC-00003 – Dismiss.
- 2026LPC-00004 – Dismiss.
- Correspondence relating to M.D.B. – No action taken.

Second by Hannah Coyt. Motion carries.

LEGAL COUNSEL

ADMINISTRATIVE HEARINGS

Hannah Coyt made motion to file Notice of Intent to Revoke License and Filing an Administrative Complaint in 2026-KBLPC-00002, Lauren Muir 2nd. Motion carries.

ACCOMODATIONS

Hannah Coyt made motion to approve accommodation for AH, Second by Lauren, motion carries.

PER DIEM

Robert May made a motion to pay per diem for today's meeting as well as the following days:

- Denise Hutchins: 2/27/2026 (regulations committee), 3/4/2026 (Weekly counsel, BA, Chair meeting), 3/11/2026 (Work on LPC FAQ & Supervision Agreements), 3/12/2026 (review LPC CEU's), 3/13/2026 (CEU Committee Meeting), 3/18/2026 (Weekly Counsel, BA, Chair Meeting), 3/20/2026 (Board Meeting)
- Charles Pemberton: 2/27/2026 (Regulations Committee), 3/12/2026 (Complaints Committee)
- Robert May: 3/10/2026 (Reviewed complaints), 3/12/2026 (Complaints Committee Meeting), 3/13/2026 (Reviewed CEU apps and CEU committee meetings), 3/20/2026 (Board meeting).
- Hannah Coyt: 3/9/2026 (LRC Meeting with Counsel), 3/10/2026 (Board Admin. & Counsel on applications), 3/11/2026 (Board Admin. Review Applications and Process), 3/19/2026 (Applications Committee), 3/20/2026 (Board Meeting), 3/21/2026 (Finished applications reviews).
- Joellen Marion: 2/27/2026 (Regulations Committee), 3/10/2026, 3/11/2026, 3/16/2026, 3/17/2026, 3/18/2026, 3/19/2026, 3/20/2026 (Applications Committee),
- Lauren Muir: 3/10/2026 (Application review), 3/17/2026 (Application reviews), 3/18/2026 (Application Reviews), 3/19/2026 (Applications Meeting), 3/20/2026 (Board Meeting).
- Jake Roberts:

Joellen Marion seconded the motion, the motion carried.

ADJOURN

Hannah Coyt made motion to adjourn, second by Lauren Muir, motion carried at 12:41pm.

Denise Hutchins, LPCC-S

Ms. Denise Hutchins, LPCC-S
Board Chair
Kentucky Board of Professional Counselors