

**KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS
SPRING RETREAT MEETING MINUTES
May 6th & 7th, 2026**

A Special Spring Retreat Meeting of the Kentucky Board of Licensed Professional Counselors was held in-person only in Room 127CW, 500 Mero Street, Frankfort, KY May 6th and 7th, 2026.

MEMBERS PRESENT

Denise Hutchins, Chair
Lauren Muir
R. Kyle May
Joellen Marion
Dr. Hannah Coyt
Wm. Jake Roberts (Present for May 7th only)
Charles Pemberton

DPL STAFF

Robert Brossart, Administrative Specialist Senior

MEMBERS ABSENT

LEGAL COUNSEL

Sara Janes, OLS

OTHER

None

CALL TO ORDER

Denise Hutchins called the meeting to order at 10:00a.m.

OLD BUSINESS

- July 2026 Regulation Package
 - Practicum and Internship Issue – Review of agenda
 - Statute supersedes regulation – Applicant could obtain an LPCA by statute and then would need to obtain internship/practicum before obtaining LPCC license.
 - Email to IT regarding flagging internships under 600 hours and removing the 600-hour requirement.
 - Temporary process is to do a paper application.

NEW BUSINESS

Sara Janes requested the Board enter closed session, pursuant to KRS 61.810(c) regarding deliberations of quasi-judicial bodies at which information protected by federal and state law may be discussed, to discuss fees. So moved by Charles Pemberton at 10:46a.m., seconded by Hannah Coyt, which carried. The board entered closed session at 10:46p.m.

Charles Pemberton made a motion to leave closed session at 10:55p.m. The second by Hannah Coyt. Motion carried. No action was taken during closed session.

Regulatory Review and Recommendations for Compact Readiness.

- 201 KAR 36:020 – Fees – Discussion of fees and response from counseling compact.
 - Section 3 – Compact fee
 - Section 4 – Continuing Education approval fee
 - Section 5 – Refund language updated.

- 201 KAR 36.030 - Continuing education requirements.
 - Added KRS 194A.540(11) information.
 - Added language on CE's learning objectives and advancing the practice of professional counseling.
- 201 KAR 36.040 – Code of Ethics
- New Regulation on Standard of practice
 - For standard of practice KRS 335.515 (11) retitled 36.040 to be code of ethics and standards of practice.
 - Added language from KRS 335.515(11).
- 201 KAR 36:045 – Distance Counseling
 - Discussion on Distance counseling locations and language.
 - Telehealth / Distance counseling definitions added.

Break – 11:35am

Back from break – 12:01pm.

- 201 KAR 36:070 – Application, education and examination requirements
 - Review of items' changes and requirements for compact readiness.
 - The following areas were updated or introduced into the regulation for compact readiness or now required due to legislative changes.
 - ID requirement
 - Jurisprudence examination requirements added.
 - FBI and Background check language updated.
 - CANs check requirement added.
 - SSN / NPI
 - Clarification in degree requirements.
 - Degree from one academic program of study or if from multiple institutions all nine coursework requirements must be covered.
 - Added in a counseling degree in clinical mental health
 - Include the word counseling in degree.
 - Relocating of practicum or internship information.
 - Added that there is no remediation for deficiency in course work 1, 5,7,9
 - Added in areas that can be remediated for deficiency, 2,3,4,6,8.
 - NBCC score report language to include official document and not screen shot or photocopy.
 - Update licensure and residential address requirements for application.

Break 2:20pm

Return from Break 2:36pm

- 201 KAR 36.071 – Coursework Curriculum Content
- New Regulation on core curriculum (.071)
 - Review of changes and requirements for core curriculum requirements.
 - Discussion on internship statute, regulation wording on application requirements for education.
 - Internship/ practicum requirement moved to course work section.

- 201 KAR 36:072 – Reciprocity requirements for applicants licensed in another state
 - Language for state issued identification which shows proof of applicant’s primary residential address.
 - Added language for jurisprudence exam.
 - Language added for Kentucky residents inquiring if they want to participate in the counseling compact.
- 201 KAR 36:060 – Qualifying experience under supervision
 - Privilege to practice will not qualify for supervision (LPCC-S) and will house it in 36:100.
- 201 KAR 36:065 – Licensed professional clinical counselor supervisor (LPCC-S)
 - Change of two years of independent licensure to five years of independent licensure in Kentucky.
 - Must hold a license in Kentucky to a supervisor and not a privilege to practice from the compact.
 - Exclude other out of state years as LPCC, must have an LPCC for 5 years in Kentucky.
- 201 KAR 36:100 – Counseling Compact
 - Compact readiness – Items – ID Requirement, SSN/NPI, FBI
 - Identification.
 - Background check information added.
 - Application for verification of Privilege to Practice (PTP).
 - Discussion on forms/location & verification forms.
 - Section 2 title change to “Incorporation by Reference.”
 - Language added regarding transmitting information/data to compact.
 - Information on how to remove data from compact if not wanting to participate.
 - Eligibility to apply for supervisor.
 - Conversion from PTP to home state license.
- 201 KAR 36:005 – Definitions
 - Defined home state license.
 - LPCA.
 - LPCC.
 - LPCC-S.
 - NPI Number.
 - Off-Site Supervision.
 - Jurisprudence examination.
 - Privilege to Practice.
 - Residential address.
 - Telehealth counseling.

Board Chair Denise Hutchins enters recess at 4:28pm noting the meeting will continue tomorrow 5/7/2026 at 9am.

Thursday May 7th, 2026

Chair Denise Hutchins called the meeting out of recess at 9:05a.m.

Present Densie, Joellen, Lauren, Kyle, Hannah (stepped out). Jake & Charles arrived after meeting called out of recess.

- 201 KAR 36:075 – Renewal, late renewal, and reinstatement of license
 - Regulation title changes to “Renewal, late renewal, reinstatement of license, expiration, and changes”
 - KSP Background check requirement added
 - Language changed in section 2 and 3 on reinstatement for LPCC/LPCA to read the same.
 - Language change regarding CEU hours applying per year.

**** Returned to 201 KAR 36:065. Licensed professional clinical counselor supervisor to add requirement that the supervisor is required to verify hours of their supervisees at renewal.**

- Responsibilities of the supervisor section added in Section 3.
 - Comply with 201 KAR 36:060 Section 3.
 - Maintain Logs of hours and supervision meetings.
 - Verify hours of supervision and hours of clinical experience gained with each supervisee during the annual renewal period.
 - Supervisor training a requirement – Tabled for further discussion.
 - Discussion for future regulation revision to add required supervisor refresher training every 3 years for re-training and add law on supervision requirements to all KY Law training. Not just a training for supervisors for :060 and :065 and possibly :030.

RFP for additional legal services

- Update on legal services
 - There will not be a single dedicated attorney provided to this Board.
 - Current OLS legal services are also assigned to five other boards.

Charles Pemberton made motion to start an RFP for outside/part-time legal counsel, Hannah Coyt second motion. Motion passes. The scoring committee for outside legal services will consist of Hannah Coyt, Charles Pemberton, and Joellen Marion.

Board options for administrative and legal services.

- OLS Sara and DPL Robert were requested to leave the meeting at 1:51pm and Laurn Muir will keep the minutes.
- Lauren Muir notes
 - Board discussion on board options for administrative and legal services.
 - Discussion ended at 245pm.

OLS Sara Janes and DPL Board Administrator Robert returned at 2:46pm.

- Update provided from Board Chair Denise Hutchins was that the discussion ended with needing more info and inquiry on who should be contacted within the PPC/DPL department. Board Administrator suggesting contacting DPL Commissioner Kristin Lawson and Cc Administrative Section Supervisor Gabriel Dent.

Next board meeting to include Standards of practice .040 on agenda.

- Discussion on telehealth.
- Committee to review clarification of assessments in relation to scope of practice.
- Define standard of practice in .005.

APPROVAL OF PER DIEM

Joellen Marion made motion for the approval of Per Diem, Kyle May second. Jake Roberts abstained. motion carries.

ADJOURN

Charles Pemberton made motion to Adjourn at 3:08p.m., Hannah Coyt second, meeting adjourned at 3:08p.m.

Denise Hutchins, LPCC-S

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