

**KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS
FBI CRIMINAL BACKGROUND CHECK COMMITTEE MEETING MINUTES
June 24, 2025**

An FBI Criminal Background Check Committee Meeting of the Kentucky Board of Licensed Professional Counselors was held in-person in Room 259SW, 500 Mero Street, Frankfort, KY and via teleconference on June 24, 2025

MEMBERS PRESENT

Dr. Andrea Brooks, Chair
Dr. Charles Pemberton

DPL STAFF

Stephanie Hilson, Administrative Specialist Senior

MEMBERS ABSENT

Dr. Hannah Coyt

LEGAL COUNSEL

Sara Janes, OLS

OTHER

CALL TO ORDER

Chair Brooks called the meeting to order at 2:02 p.m.

NEW BUSINESS

Initial Application for ORI Number – Chair Brooks indicated the 2-3 points of the Committee meeting today: 1. Complete ORI Application, 2. Set plan for getting a sponsor for the required statute/bill, and 3. Complete bullet points for a meeting with sponsors and/or organizations.

Chair Brooks and Dr. Pemberton reviewed the ORI Application and determined the necessary KRS and KAR sections to submit with the application:

- KRS 335.510 Kentucky Board of Licensed Professional Counselors
- KRS 335.515 Powers and duties of board
- KRS 335.525 Licensing Requirements—Fees
- KRS 335.560 Counseling Compact
- 201 KAR 36:070 Education Requirements.
- 201 KAR 36:072 Reciprocity Requirements
- 201 KAR 36:075 Renewal, late renewal, and reinstatement of license
- 201 KAR 36:100 Counseling Compact

Chair Brooks and Dr. Pemberton discussed the pros and cons of creating a new statute or adding to an existing one. Chair Brooks reiterated the Counseling Compact's recommendation (adding to KRS 335.515 or creating a new statute).

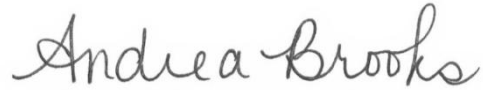
It was determined a new statute will be created and include the requirement of the FBI criminal background check and other background checks, if and when deemed necessary by the Board.

Chair Brooks will create a cover letter for the application and to be presented to potential sponsors. Board administrator will assist with compiling the statutes and regulations for the application.

The next meeting will be on Thursday, July 10, 2025, at 10:00 a.m. est.

ADJOURN

Dr. Pemberton motioned to adjourn the meeting at 3:05 p.m. Motion seconded by Chair Brooks and the motion carried.

A handwritten signature in cursive script that reads "Andrea Brooks". The signature is written in dark ink and is positioned above a horizontal line.

Dr. Andrea Brooks, Board Chair