

**KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS  
MEETING MINUTES  
SEPTEMBER 16, 2022**

A meeting of the Kentucky Board of Licensed Professional Counselors was held via teleconference on September 16, 2022

**MEMBERS PRESENT**

Dr. Andrea Brooks  
Dr. Hannah Coyt  
Dr. Jeff Parsons  
Beverly Martin  
Amanda Grigsby  
Kelli Hood  
Jake Roberts

**DPL STAFF**

Lyndsay Sipple, Board Administrator  
Tasha Stewart, Admin Section Supervisor  
Kristen Lawson, Commissioner

**LEGAL COUNSEL**

Sara Janes, OLS  
Clay Patrick, OLS

**MEMBERS ABSENT**

**OTHER**

Dawn Hinton

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**CALL TO ORDER**

Dr. Brooks called the meeting to order at: 10:01 a.m.

**MINUTES**

Amanda Grigsby made a motion to accept the August 19, 2022, minutes with amendments, second by Kelli Hood. Carried. Ms. Hood made a motion to accept the September 2, 2022, regulation meeting minutes with changes. Second by Beverly Martin. Carried, with Jake Roberts abstaining from the vote.

**MONTHLY FINANCIAL REPORT**

The Board reviewed the August 2022 financial reports. No action needed.

**DPL REPORT**

Kristen Lawson introduced herself as the new Commissioner and gave a brief overview of her experience. No other updates were provided at this time.

**NEW BUSINESS**

The Board discussed the need for an RFP for investigative services. They were under the impression that they had signed the appropriate MOA in April, with an update due to the need for increased funding. Ms. Stewart informed the Board that a new RFP would be needed and would check with

Courtney Cook in Fiscal to determine the status of the RFP. Further discussion has been tabled until the October meeting when more information will be available.

Electronic supervision agreements were recently put online through Supervisee and Supervisor eServices account. The Board discussed how this affects current licensees and the system is not set up as intended, and it changes an LPCA status to active when they submit a new supervisor's name. The Board said their status should not change until the supervision agreement has been approved and would like this function removed until it is working correctly. The Board would like a presentation of the new function prior to it going online again to make sure everything is working correctly. Ms. Grigsby made a motion to remove the supervision function from eServices. Second by Ms. Hood, carried. Ms. Stewart will reach out to the programmers.

The Board discussed how to handle graduates who attended a school that have lost their CACREP status during their time in the program. The Board is required to go by accreditation status at the graduation date, and if they lose their accreditation, their applications will need to be denied. The Board needs to stay consistent and agrees the school should be notifying the students if their accreditation status changes. Counsel said they would review further.

CCE (based in North Carolina) have presented a proposal to the Board to outsource the administrative duties for the Kentucky Board of Licensed Professional Counsels. The proposal was reviewed, and their cost would be \$300,000 a year to move to CCE. They will offer administrative services, but the Board would still be required to have legal counsel in Kentucky and the Board was concerned about how this would increase due to not using the Office of Legal Services. Other concerns were mentioned such as data migration, rate changes and operating by the Open Meetings Act. They Board would like Tammi Lee from CCE to attend the October meeting and provide a presentation and discuss these concerns. Ms. Sipple will reach out to Tammi Lee to check availability.

Ms. Hood made a motion to accept the following date for meetings in 2023:

- January 20, 2023
- February 17, 2023
- March 17, 2023
- April 21, 2023
- May 19, 2023
- June 16, 2023
- July 21, 2023
- August 18, 2023
- September 15, 2023
- October 20, 2023
- November 17, 2023
- December 15, 2023

Ms. Martin seconded the motion, carried

Elections:

Dr. Parson made a motion for Dr. Coyt to become the new Board Chair effective October 21, 2022. Second by Ms. Grigsby, carried.

Dr. Parson made a motion for Ms. Grigsby to become the new Vice Chair. Second by Dr. Coyt, carried.

Dr. Brooks assigned the following Board members to the applications and complaints committee:  
Applications: Dr. Brooks and the two new Board members joining soon  
Complaints: Ms. Grigsby, Mr. Roberts, Ms. Martin

Names have been submitted to the Governor regarding the open seats on the Board and Ms. Sipple will reach out to Boards and Commissions for an update.

KYPRN – the Board would like more information regarding services they provide for impaired professional situations. Ms. Sipple will reach out to KYPRN and invite them to an upcoming meeting to discuss what resources are available.

Dawn Hinton was present to update the Board on the upcoming conference. Ms. Hinton said today is the last day for presenters to join, early bird registration is still available through October 9.

In other business, KCA is working to bridge the gap between school counselors and LPC to meet the same goal.

### **OLD BUSINESS**

Dr. Parson made a motion to accept the regulation changes recently developed by the Board. Second by Ms. Grigsby, carried. Dr. Brooks is requesting full transparency to the licensees and Ms. Lawson offered to send a link to LRC to be sent to licensees so they may keep themselves updated and it was also recommended licensees to sign up for RegWatch to get email updates.

### **APPLICATIONS COMMITTEE**

Mr. Roberts move to go into closed session. for the board to 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 applications. Ms. Martin seconded motion and the board entered closed session at 11:24 a.m.

Mr. Roberts made a motion to leave closed session, seconded by Ms. Grigsby at 12:22 p.m. No action was taken during closed session.

Ms. Hood motioned to approve the recommendations from the applications committee. Second by Ms. Grigsby.

### **Licensed Professional Counselor Associate (LPCA)**

The applications committee made a recommendation to approve the following applications for:

*Tonia Marie Adams, Alyssa Berry, Callie Jo Bradford, Tiffany Irene Brannon, Sara Anna Carey, Chantay Marie Colbert, Emalee Ann Copeland, Sophia Sherell Dew, Kristy Lynn Eversole, Stephanie Lynne Fister, Hailey Elizabeth Fox, Teea Rosetta Fullen-Barnes, Jennifer Lee Hartman, Jennifer L Henson, Katie S Hutson, Anthony Nathaniel Jackson, Hannah Mariah Johnson, Meghan Noel Johnson, Kayla Lane Mann, Raegan Paige Miller, Shannon Smith Moeller, Austin Patrick Moore, Donisha Maurnee Moore, Leila Marie Poole, Callie Elizabeth Quillen, Abbie May Randle, Tara Michelle Ray, Janna Mary Reilly, Brooke Wilson Richart, Billie Robinson, Sarah Theresa Sanchez, Kaylee Danielle Shipley, Charis Spann, April Dawn Sword, Christy Theodore, Emma Jane Uhls, Marissa Kaye Walker, Adrienne Warner, Jessica Nicole Witten, Rene Byas Wright, Joana Mafdy Yany*

### **Licensed Professional Clinical Counselor (LPCC)**

The applications committee made a recommendation to approve the following LPCC applications:  
*Nina Berkeley, Tonya Renee Branham, Shayla Andrea Brown, Makayla Browning, Hueini Chen, Gwendolyn Marie Clark, Stephanie L. Hoskins, Laceysha Jamison, Anastasia Jarrett, Whitney Danielle Johnson, Gerald R Kaforey, Andrew Jared Keith, Nancy A Metcalf, Jordan Isaac Mitchell, Benjamin Roberts, Anna Smith, Steven H Smith, Talana Young*

#### **LEGAL COUNSEL**

Counsel drafted a Reciprocity Agreement to present to Ohio, but it does not appear to be the final draft. Dr. Brooks requested the Executive Director to be invited to the October Board meeting to discuss further and come to a new resolution.

#### **ADMINISTRATIVE HEARINGS**

2022-KBLPC-0002 – Motion for Summary Judgment

#### **COMPLAINTS COMMITTEE**

2022LPC-00023 – Motion to investigate

2022LPC-00024 – Motion to send cease and desist letter

2022LPC-00026 – Motion to investigate

2022LPC-00030 – Motion to investigate

2021LPC-00042 – Motion to approve new supervision agreement, Counsel to update Agreed Order

The complaints committee made a motion to accept the above recommendations listed in full. Second by Ms. Martin, carried.

#### **LPC Investigations**

#### **Continuing Education**

Continuing education program request reviews and approved CEs can be found on the Board's website, <http://lpc.ky.gov> under the Continuing Education tab, and then LPC CE list.

#### **PER DIEM**

Ms. Martin made a motion to pay per diem for today's meeting, as well as the September 2 regulation meeting. The motion also covers approves per diem for September 14 and September 15 for application review for applications for Dr. Brooks, Dr. Coyt and Ms. Martin, as well as September 14 for complaints committee review for Ms. Grigsby. Second by Ms. Grigsby, carried.

#### **ADJOURN**

Dr. Parsons made a motion to adjourn at 12:38 p.m. Second by Ms. Grigsby, carried.



Dr. Andrea Brooks, Board Chair