

**KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS  
MEETING MINUTES  
October 21, 2022**

A meeting of the Kentucky Board of Licensed Professional Counselors was held via teleconference on October 21, 2022

**MEMBERS PRESENT**

Dr. Hannah Coyt  
Amanda Grigsby  
Dr. Andrea Brooks  
Beverly Martin  
Denise Hutchins

**DPL STAFF**

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

**LEGAL COUNSEL**

Sara Janes, OLS

**MEMBERS ABSENT**

Jake Roberts

**OTHER**

Dawn Hinton  
Brian Carnahan

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**CALL TO ORDER**

Dr. Coyt called the meeting to order at: 10:06 a.m.

**SWEARING IN OF NEW BOARD MEMBER**

Ms. Stewart completed the swearing in of new Board member Denise Hutchins.

**MINUTES**

Ms. Grigsby made a motion to accept the September 16, 2022, minutes, second by Beverly Martin. Not carried. Dr. Brooks made a motion to approve the September 16, 2022, minutes after discussing suggested edits to be made. Second by Ms. Grigsby, carried with Ms. Hutchins abstaining from the vote.

**MONTHLY FINANCIAL REPORT**

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

**DPL REPORT**

- Ms. Lawson discussed the RFP for Investigative Services; all the terms are ready, and the Fiscal department will push that out soon. Dr. Brooks expressed concerns of the breakdown and why the RFP was not processed in a timely basis. At the March 2022 meeting, the contract was approved, with Board Counsel providing an update that a monetary increase to the contract was needed. At the April 2022 meeting, the contract was approved with this needed increase. Dr. Brooks explained how a lack of investigator hinders our ability to protect the public.

- Ms. Lawson stated most everyone should have their state email now and asked the Board members if they were able to set theirs up, or if anyone was still having problems. The Board will be updated with the date when all Board business will transfer over to these new emails.

## **NEW BUSINESS**

- Ohio Reciprocity Agreement – Brian Carnahan, Executive Director, wants to continue with a reciprocity agreement between Ohio and Kentucky with language that it would be terminated once the compact is in effect. Kentucky is interested in continuing even after compact; however, this will be discussed at a later date. Kentucky only has legislation to enter reciprocity at independent level, therefore the LPCA language would need to be removed. Mr. Carnahan will send the draft agreement to Counsel for edits, and then will present it to the Ohio Board at their meeting on November 10, 2022. Mr. Carnahan did update the Board that Ohio has reciprocity legislation in session currently, and this may remove their ability to sign off on this agreement. If this happens, they will not have the ability to offer reciprocity to licensees going to Ohio, but Kentucky would still be able to accept Ohio residents.
- Electronic Supervision Documents – Ms. Stewart provided a demonstration of the new electronic supervision abilities via PowerPoint. Several questions were posed that Ms. Stewart will follow up on and report back next month. The Board discussed when to take the paper supervision documents off the website, so that licensees only use the electronic version. It was decided that the form would be removed on 1/1/2023, and an update to be provided at the KCA Conference so licensees know to expect this change. A document will be created to send to LPCA/LPCCs instructing how to use the electronic documents. Dr. Brooks made a motion to remove the LPCA agreement from the website effective 1/1/2023. Second by Ms. Hutchins, carried.
- Expired CACREP Program – Dr. Brooks discussed the recent expiration of a CACREP accreditation. Dr. Brooks spoke to CACREP and all further communication needs to go through Board Counsel. Dr. Brooks made a motion to direct all communication to Counsel. Second by Ms. Grigsby, carried.
- Scope of Practice for LPCA – The Board is receiving an increasing amount of LPCA agreements which are limiting the LPCA to specialized counseling, such as ADC, School, Group, etc. The Board feels LPCAs are not receiving all clinical experience that is needed, as the regulation states they should receive “broad exposure”. Ms. Janes suggested defining what “broad exposure” refers to and updating their regulation. Dr. Brooks suggested a special meeting to discuss further and regulation change language. The Board will discuss setting special meeting for this issue at the November meeting.
- Counseling Compact Statement for Website – Ms. Martin made a motion to add specific language to website, with a link to the Compact’s website. Second by Ms. Grigsby, carried.
- AASCB Conference – The AASCB conference will be held in February 2023 and the Board discussed who should attend, and to begin the process of approval for funds. Dr. Brooks made a motion to allow all Board members, as well as Board Counsel and Board Administrator to attend. Second by Ms. Hutchins, carried.
- KCA Conference – Registration is still open, and all are encouraged to attend. Ms. Hinton discussed various speakers that are set to appear, as well as webinars which are highly used. Ms. Hinton said the Town Hall meeting is on the program, however, Dr. Brooks relayed that previous Counsel has warned that this could violate the Open Meetings Act if Board members are there providing information. Ms. Janes stated there is an exception to the Open Meetings Act as long as it is educational. An educational exception would be providing updates and

providing clarity. Ms. Grigsby made a motion to change the Town Hall to KBLPC updates and provide educational information at the KCA Conference. Second by Ms. Martin, carried.

## **OLD BUSINESS**

- L.M. Supervision Agreement – Dr. Brooks made a motion to accept the Amended Agreed Order and new supervision agreement with an update from the new supervisor due by the beginning of the year. Second by Ms. Martin, carried.
- The March 2022 meeting minutes need an edit to reflect Ms. Martin made the second to the complaints committee motion according to documentation from Dr. Brooks. Dr. Brooks made motion to update the March 2022 minutes. Second by Ms. Grigsby, carried with Ms. Hutchins abstaining from the vote.
- Ms. Grigsby made a motion for plaques to be ordered for outgoing Board members Dr. Jeff Parsons and Kelli Hood, as well as a plaque for Dr. Brooks as outgoing Chair. Second by Ms. Martin, carried.

## **APPLICATIONS COMMITTEE**

Dr. Brooks 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 12:24 p.m.

Ms. Martin made a motion to leave closed session, seconded by Ms. Grigsby at 1:35 p.m. No action was taken during closed session.

Ms. Hutchins motioned to approve the recommendations from the applications committee. Second by Ms. Martin.

Dr. Brooks made a motion to deny the reinstatement of J.V., second by Ms. Martin. Carried

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

The applications committee made a recommendation to approve the following applications for:  
*Maisha Anderson, Weston Beaven, Armedrest Branigan, Crystal Brock, Kaitlyn Cappel, Akhilah Cherry, Alyssa Clary, Patricia Clay, Jessica Cockrell, Richard Evans, Daniel Fleischer, David Floyd, Dorothy Floyd, Heather Floyd, Vickie Hadley, Jason Hart, Gary Holbrook, Ciara Krueger, Karen Mackey, Brandy Mccord, Briyon Minor, Kasey Parrish, Sharon Pratt, Lindsey Redoutey, Chelsea Smith, Leah Smith, Natasha Southwood, Gina Stokes, Taniece Summers, Afton Turner, Leah Vanzant, Leslie Walker, Maurey Walker, Jocelyn Westerman, Hilroy Williams, Hunter Willis, Samantha Wilson*

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

The applications committee made a recommendation to approve the following LPCC applications:  
*Suzanne Barnum, Mindy Blakeman, Cara Broughton, Megan Brown, Heather Chafin, Chanella Clark, Shirlisa Daniels, Lenee Figliola, Crystal Garcia, Lorena Ginn, Corbett Grigsby, Hannah Harley, Erica Hayes, Janet Heston, Emily Horton, Christopher Humphrey, Sarah Lucich, Kendra Maxwell, Amanda McIntosh, Abigail MCGohon, Michael Neubert, Laura Nunn, Danielle Palmer, Brittanie Royse, Emily Schultz, Stephanie Sizemore, Kerri Thomas, Laura Toney, Samantha Torres, Kimberly Twidwell Frank, Tracye Valentine*

## **LEGAL COUNSEL**

Dr. Brooks move to go into 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 legal actions at 1:36 p.m. Second by Ms. Grigsby, carried.

Ms. Grigsby made a motion to leave closed session at 2:01 p.m. Second by Ms. Hutchins, carried. No action was taken during closed session.

Dr. Brooks made a motion to clarify the record relating to the Agreed Order in complaint 2021LPC-00022. The record should reflect the Agreed Order was accepted by the Board on May 10, 2022. Second by Ms. Grigsby, carried.

Dr. Brooks made a motion to deny the Motion to Vacate request in complaint 2021LPC- 00022. Second by Ms. Martin, carried.

## **ADMINISTRATIVE HEARINGS**

2022-KBLPC-0004 – Authorization for Counsel to enter into settlement negotiations as modified by the Board.

## **COMPLAINTS COMMITTEE**

2022LPC-00031 – Motion to offer informal settlement

2022LPC-00032 – Motion to dismiss with letter of clarification to Complainant

2022LPC-00033 – Motion to investigate

2022LPC-00034 – Motion to dismiss

2022LPC-00035 – Motion to investigate

2022LPC-00037 – Motion to investigate

2022LPC-00038 – Motion to dismiss

2022LPC-00040 – Motion to send cease and desist to Respondent, as well as employer

2022LPC-00042 – Motion for Board Administrator to send final notice to Respondent. Failure to respond will result in investigation

2022LPC-00043 – Motion to offer informal settlement

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

## **Continuing Education**

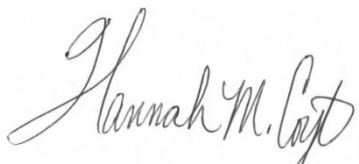
Continuing education program request reviews and approved CEs can be found on the Board's website, <http://lpc.ky.gov> under the Continuing Education tab, and then LPC CE list.

## **PER DIEM**

Ms. Martin made a motion to pay per diem for today's meeting, as well as the following dates for committee work: October 17 and 20 for Dr. Coyt; October 20 for Ms. Grigsby; October 16, 17, and 18 for Ms. Martin; and October 17 and 20 for Dr. Brooks. Second by Ms. Grigsby, carried.

## **ADJOURN**

Ms. Hutchins mad a motion to adjourn at 2:09 p.m. Second by Ms. Grigsby, carried.

A handwritten signature in cursive script that reads "Hannah M. Coyt". The signature is written in black ink and is positioned above the printed name.

Dr. Hannah Coyt, Board Chair