

KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS
MEETING MINUTES
December 15, 2023

A meeting of the Kentucky Board of Licensed Professional Counselors was held via teleconference on December 15, 2023.

MEMBERS PRESENT

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

DPL STAFF

Lyndsay Sipple, Admin Section Supervisor
Stephanie Hilson-Robinson, Board Administrator
Courtney Cook, Admin Section Supervisor

MEMBERS ABSENT

LEGAL COUNSEL

Sara Janes, OLS

OTHER

Dawn Hinton, KCA
Thaddius Barker
Tierra Freeman

Bridget

CALL TO ORDER

Chair Coyt called the meeting to order at 10:05 a.m.

MINUTES

Ms. Martin made a motion to approve the November 17, 2023, minutes. Vice Chair Brooks seconded the motion. Motion carried.

MONTHLY FINANCIAL REPORT

The Board reviewed the November 2023 financial reports and had questions of invoice reimbursement. No action is needed.

DPL REPORT

Ms. Sipple reported of a new employee to begin with PPC on December 18, 2023, who will be assisting with LPC.

NEW BUSINESS

The Board discussed the request to invite MMN Consulting to the next Board Meeting, to be held on January 19, 2024. The Board wants to voice their concerns regarding the number of investigations received and the length of time investigations are taking, and billing practices.

The Board discussed updating the online Supervision List to include contact information for LPCAs. However, there is a DPL policy that email addresses are not released by the agency. The Board agreed an email should be sent to Supervisors requesting permission to provide business email addresses to LPCA applicants making a request. No further action was taken.

Board Counsel reported the ARRS Meeting will be held January 8, 2024, at 1:00 p.m., in which a member of the Board must be present. Ms. Martin motioned the Board for Dr. Pemberton to attend the ARRS Meeting along with Board Counsel on January 8, 2024. Ms. Hutchins seconded the motion, which carried.

Board Counsel is monitoring BIP Regulatory changes through RegWatch and will report any changes that may impact KBLPC to the Board.

Ms. Martin made a motion for Vice Chair Brooks and Ms. Hutchins to be selected as the AASCB Delegates for the 2024 AASCB Conference. Dr. Pemberton seconded the motion, which carried.

Chair Hoyt reported on regulation changes to Department for Medicaid Services – Division of Health Care Policy: Title 907 Chapter 15 Regulation 005, that may impact Professional Counselors. The Board discussed submitting a written comment, as the KY Board of Social Work did. Written comments are due by January 12, 2024. The Board also discussed allowing a Board Member to attend the public hearing to be held on January 22, 2024, at 9:00 a.m. Ms. Hutchins motioned the Board for Vice Chair Brooks to attend the Public Hearing on January 22, 2024. Dr. Pemberton seconded the motion, which carried. Ms. Hutchins motioned the Board to amend the previous ruling to allow Vice Chair Brooks to 1. attend the Public Hearing on January 22, 2024, and 2. draft a written comment to be submitted to Board for approval at the next Board Meeting. Dr. Pemberton seconded the motion, which carried.

The Board discussed the process it takes for educational institutions to become accredited by CACREP. Different options were discussed; however, it would require a statute change. No further action was taken.

OLD BUSINESS

Ms. Hinton, KCA Representative, highlighted upcoming webinars in January and February. The KCA Winter Newsletter to be published in the coming days.

Dr. Pemberton made a motion to enter closed session at 12:13 p.m., pursuant to KRS 61.810(1)(c); (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 and pending litigation/complaints. Ms. Hutchins seconded the motion, which carried, and the board entered closed session.

Vice Chair Brooks motioned to come out of the closed session at 1:29 p.m. Ms. Martin seconded the motion, which carried. No action was taken during the closed session.

APPLICATIONS COMMITTEE

Vice Chair Brooks made a motion to accept the Applications Committee's recommendation for approvals and denials. Motion seconded by Ms. Hutchins, which carried.

Licensed Professional Counselor Associate (LPCA)

The applications committee made a recommendation to approve the following applications: *Christopher Michael Badamo, Shanice Lashae Brown, Torrie Leigh Chesser, Jennifer Lee Crider, Matthew Dodson, Krystal Dotson, Haley Elliott, Malorey Gray, Ashley Elizabeth Holzkamper, William Boyd Kernodle, Brittnay LaVassaur, Courtney Lynn Martens, Angela Ann Parnell, Frank Giles Pooser, Kelly Ann Renteria-Evans, Madalin Marie Roach, David Jarrod Sherman, Victoria Nicole Sims, Allison Lepper Swaggerty, Tamika Yolanda Waddy, Kathryn Jean Wicke*

Licensed Professional Clinical Counselor (LPCC)

The applications committee made a recommendation to approve the following LPCC applications: *Danielle Marie Asher, Victoria Ann Barbour, Lisa Michelle Sunshine Canada, Christine Frost, Elizabeth Ann Fultz, Tonya R Gray, Melissa Meilian Harlow, Amanda D Hayes, Carin Taylor Ives Clark, Lisa Ehlschide Kimbrell, Roland Alexander Kocsis, Jason T Link, Joel Allen Makin, Jordan Renae Meade, Christine Parisen, Jama Denise Phillips, Monica Esther Shotzbarger, Marsha Alana Singh, Shehrish Thapa*

LEGAL COUNSEL

Vice Chair Brooks motioned to: 1. send a Cease-and-Desist order to KM and employer, and send complaint to The Kentucky Education Professional Standards Board regarding K.M.'s possible out-of-scope practices. Motion seconded by Ms. Hutchins, which carried.

ADMINISTRATIVE HEARINGS

COMPLAINTS COMMITTEE

Complaints Committee makes the following recommendations:

- 2022LPC-00001 – Offer of Informal Settlement.
- 2023LPC-00043 – Dismiss with Caution.
- 2023LPC-00050 – Dismiss.
- 2023LPC-00051 – Dismiss.
- 2023LPC-00052 – Deferred for additional information.
- 2023LPC-00053 – Offer of Private Informal Settlement.
- 2021LPC-00037-AO Complete Compliance Letter – Accepted by Board.
- AW Email – deferred to full Board review.
- 2021LPC-00003 Quarterly Report – Accepted by Board.

Ms. Hutchins seconded the Committee's recommendations. Motion carried.

OLD BUSINESS

The Board discussed the need for a Public Awareness Campaign aimed at Professional Identity. Vice Chair Brooks relayed information she gathered from the Louisiana State Licensing Board who ran a similar campaign and saw great results. The Board discussed renting billboards, placing advertisements, and radio airspace. Chair Coyt will email Ms. Cook with additional information to allow Ms. Cook to investigate what the Board needs to do to accomplish the campaign.

Vice Chair Brooks reported The Counseling Compact's next meeting will be held in Tucson, AZ on January 10, 2024. The meeting will also be virtual.

Ms. Hutchins reported she and Board Counsel submitted draft RFP to Ms. Cook for Board-Required Trainings. The Board should expect a response early 2024.

AASCB Board Member Training Modules discussion deferred to January.

Board Counsel reported the Counseling Compact Regulations Package was filed on December 13, 2023.

Board Counsel stated the RFP for a 2nd Investigator will likely be submitted for bids in Spring 2024, allowing for a start date in July 2024.

Discussion of FFD Evaluator RFP deferred to January.

Ms. Hutchins suggested adding example documents to the FAQs, such as a KSP Report or NCE Score Report. Ms. Hutchins will draft an update to the FAQs and present them to the Board in January.

PER DIEM

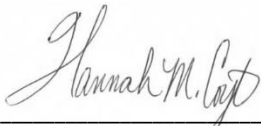
Ms. Martin made a motion to pay per diem for today's meeting as well as the following days:

- Dr. Hannah Coyt: 12/1/23 (Discussion on Board Updates), 12/4/23 (Meeting with Ms. Sipple, Ms. Hilson-Robinson, and Board Counsel), 12/6/23 (Discussion on Board Updates), 12/7/23 (Special Meeting), 12/11/23 (Meeting with Board Counsel), 12/13/23 (Meeting Ms. Hilson-Robinson and Board Counsel), 12/15/23 (Regular Meeting)
- Dr. Andrea Brooks: 12/7/2023 (Special Meeting), 12/14/2023 (Applications Committee), 12/15/2023 (Regular Meeting)
- Amanda Grigsby: 12/12/2023 (Complaints Review), 12/15/2023 (Complaints Committee)
- Denise Hutchins: 11/28/2023 (Meeting with Board Counsel), 12/7/23 (Special Meeting), 12/14/2023 (Applications Committee), 12/15/2023 (Regular Meeting)
- Beverly Martin: 12/7/23 (Special Meeting), 12/13/23 (Complaints Review), 12/14/2023 (Complaints Review), 12/15/2023 (Complaints Committee & Regular Board Meeting)
- Dr. Charles Pemberton: 12/7/2023 (Special Meeting), 12/14/2023 (Applications Committee), 12/15/2023 (Regular Meeting)

Ms. Hutchins seconded the motion, which carried.

ADJOURN

Dr. Pemberton motioned to adjourn at 2:10 p.m. Second by Ms. Martin and carried.



Dr. Hannah Coyt, Board Chair