

**KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS**  
**MEETING MINUTES**  
**February 16, 2024**

A meeting of the Kentucky Board of Licensed Professional Counselors was held via teleconference on February 16, 2024.

**MEMBERS PRESENT**

Dr. Hannah Coyt  
Dr. Andrea Brooks  
Beverly Martin  
Denise Hutchins  
Dr. Charles Pemberton  
W. Jake Roberts  
R. Kyle May

**DPL STAFF**

Kristen Lawson, Commissioner  
Lyndsay Sipple, Admin Section Supervisor  
Courtney Cook, Admin Section Supervisor  
Stephanie Hilson-Robinson, Board Administrator  
Robert Brossart, Board Administrator

**MEMBERS ABSENT**

**LEGAL COUNSEL**

Sara Janes, OLS

**OTHER**

Dawn Hinton, KCA  
Marisa Neal, MMN Consulting  
Rachel Demir  
Thaddius Barker  
Shiann Jude

Tierra Freeman                      Laura  
Bridget Hahn  
Brittni Tichenor Parker  
Chrissa  
LM

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**CALL TO ORDER**

Chair Coyt called the meeting to order at 10:03 a.m.

Ms. Sipple swore in a new Board Member, Robert Kyle May.

**MINUTES**

Ms. Hutchins made a motion to approve the January 19, 2024, meeting minutes, with the amendment to the word *Board* under New Business, 1<sup>st</sup> paragraph. Dr. Pemberton seconded the motion. Motion carried.

**MONTHLY FINANCIAL REPORT**

The Board reviewed the January 2024 financial reports and had questions of invoice reimbursement. No action is needed.

**DPL REPORT**

Commissioner Lawson reported PPC/DPL will no longer be using Zoom to host meetings. The Board Administrator will set up all meetings through Teams and send updated meeting invites.

Commissioner Lawson and Ms. Cook relayed it was time to renew contracts for DP, OLS, and PSC.

W. Jake Roberts made a motion to enter closed session at 10:20 a.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 Board Contracts. Ms. Hutchins seconded the motion, which carried, and the board entered closed session.

Ms. Hutchins motioned to come out of the closed session at 10:56 a.m. Mr. May seconded the motion, which carried. No action was taken during the closed session.

Vice Chair Brooks motioned to renew the contract with DPL. Motion seconded by Ms. Hutchins, which carried.

Dr. Pemberton motioned to renew the contract with OLS. Motion seconded by Ms. Hutchins, which carried.

Ms. Hutchins motioned to renew the contract with MMS Consulting. Motion seconded by Mr. May, which carried.

### **NEW BUSINESS**

The RFP for a 2<sup>nd</sup> Investigator received two bids. The Scoring Committee, consisting of Ms. Martin, Ms. Hutchins, and Chair Coyt, along with Ms. Cook, will meet on February 21, 2024, at 10:30 a.m. to review the bids.

Chair Coyt brought up the ongoing discussion of clinical responsibilities in school settings and the need to have a concise response for such Supervision Agreements. Dr. Pemberton motioned the Board to set a Special Meeting on March 1, 2024, at 2:00 p.m. Motion seconded by Ms. Hutchins, which carried.

Board Counsel reported the proposed regulations are now in effect. Ms. Sipple and Ms. Janes will promulgate a memo to all licensees. KCA will host a webinar covering the updated regulations, with Chris Griffith as the instructor.

### **OLD BUSINESS**

Ms. Hinton, KCA, reported on several upcoming webinars. She relayed KCA is in talks with keynote speakers for the fall conference and proposals will be going out in the coming months. Ms. Hinton stated KCA would add information about the new regulations to their website and Facebook page.'

Vice Chair Brooks will speak with Carrie at KCA about their Professional Identity webinar to ensure the proper information is shared.

Vice Chair Brooks reported the Counseling Compact is advancing, Board Members of the Compact will be on rolling terms. A couple of members will be ending their terms and will be re-elected. Vice Chair Brooks relayed they held promising interviews with data base companies. There will be a need to acquire information from licensees that KY doesn't currently require, such as social security numbers, NPI numbers, or Driver's Licenses. Vice Chair Brooks will gather pertinent IT information to bring for a discussion. Ms. Hutchins motioned the Board to set a Special Meeting on March 29, 2024, at 10:00 a.m. to discuss needed information for the Counseling Compact database. Motion seconded by Mr. May, which carried.

Board produced training discussion deferred to February.

Chair Coyt relayed to Mr. May that he will soon receive an invite to complete Board Member trainings through AASCB.

RFP FFD Evaluator deferred to March.

FAQ discussion deferred to March.

CACREP discussion deferred to March.

Emailed information from BIP Coordinator is out of the Board's scope. Ms. Janes will refer them to KCA.

Ms. Hutchins to edit and resubmit memo to supervisors for adding additional contact information to the online supervision list.

Renewal/CEU Regulation Enforcement Memo deferred to March.

Ms. Hutchins to promulgate and submit Medicare Enrollment Hours Verification form to the Board.

W. Jake Roberts made a motion to enter closed session at 12:18 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. Mr. May seconded the motion, which carried, and the board entered closed session.

Dr. Pemberton motioned to come out of the closed session at 2:31 p.m. Vice Chair Brooks seconded the motion, which carried. No action was taken during the closed session.

#### **APPLICATIONS COMMITTEE**

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

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

*Shelby N Amburgey, Thaddius Allyn Barker, Lawrence C Bentley, Allison Marie Bryant, Jessica Lynn Campbell, Jessica Lynne Campbell, John Matthew Caudill, Victoria L Drane, Susanne Karin Eineigel, Phillip Neal Goggans, Dakota Hall, Staci J. Harrub, Sarrah Huber- Barnett, Rebecca Jean Johnson, Alisa Shontae Lawson, Emily Kate Leatherberry, Serena Lee Long, Quanikwa Delauren Massey, Amber L Mccoy, Sky Corey-Blake Midkiff, Douglas Todd Miller, Carissa Michelle Miniard, Anthony Paul Moody, Sumer Rayna Nicole Odom, Ruby Hazel Paige, Breanna Madison Rhodes, Miranda Rzendzian, Nancy L Simpson, Merrietta Standafer, Alexandra Thompson, Cierra Morgan Tygart, Patrick Eugene Warf, Ethan Tyler Wright*

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

*Whitney Suzanne Allen, Daniel Joseph Bielecki, Brittany Taryn Burns, Rebekah Jane Burton, Melonee G Dickson, Amanda Friedman, Stacy Haag, Heather Hendrickson, Robin M. Herrington, Mollie Elizabeth Hobbs, Samantha Jo Hobbs, Donna Rose Hurd, Andrea Nicole Jones, Catherine Anne Kane, Ann Kelsey, Stacy G Kuhn, Sarah Elizabeth Long, Lauren Michelle Marietta, Robert Stuart Mclean, Cassaundra Louise Ogden, Robert Calvin Perry, Amy Maria Stenger-Sullivan, Mackenzie Rachel Terrell, Lori Ann Tipple, Elizabeth Leanne Truax, Abbey Lauren Wood*

#### **LEGAL COUNSEL**

No action taken in closed session.

#### **ADMINISTRATIVE HEARINGS**

## **COMPLAINTS COMMITTEE**

Complaints Committee makes the following recommendations:

- 2022LPC-00039 – Deferred to March.
- 2022LPC-00041 - Deferred to March.
- 2023LPC-00048 - Private Reprimand.
- 2023LPC-00052 Re-Review – Refer to investigations.
- 2023LPC-00055 – Dismiss.
- 2023LPC-00058 – Dismiss.
- 2024LPC-00001 – Dismiss.
- 2024LPC-00003 – Private Reprimand.
- 2023LPC-00030 CEU Verification – Final compliance approved.
- 2023LPC-00046 CEU Verification - Final compliance approved.
- 2019LPC-00001 Quarterly Report – Accepted by the Board with a request to be dated in the future.
- 2022LPC-00043 Quarterly Report - Accepted by the Board.
- AM Email – Initiate a Board Complaint based on info in possession.
- KS Self-Report - Obtain a substance use assessment and submit to the Board within 60 days.
- Correspondence – Pass unless complaint filed.

Mr. May seconded the Committee's recommendations. Motion carried.

## **PER DIEM**

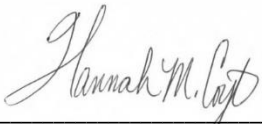
Ms. Martin made a motion to pay per diem for today's meeting as well as the following days:

- Dr. Hannah Coyt: 2/7/2024 (Meeting with Board Counsel and Board Administrator), 2/14/2024 (Meeting with Board Counsel and Board Administrator), 2/16/2024 (Regular Meeting)
- Dr. Andrea Brooks: 2/15/2024 (Applications Committee Meeting), 2/16/2024 (Regular Meeting)
- Denise Hutchins: 2/14/2024 (Reviewed Applications), 2/16/2024 (Complaints Committee and Regular Meeting)
- Beverly Martin: 2/14/2024 (Complaints Review), 2/15/2024 (Complaints Review), 2/16/2024 (Complaints Committee and Regular Meeting)
- Dr. Charles Pemberton: 2/15/2024 (Applications Committee Meeting), 2/16/2024 (Regular Meeting)
- W. Jake Roberts: 2/16/2024 (Regular Meeting)
- R. Kyle May: 2/16/2024 (Regular Meeting)

Ms. Hutchins seconded the motion, which carried.

## **ADJOURN**

Dr. Pemberton motioned to adjourn at 1:53 p.m. Second by Ms. Hutchins and carried.



Dr. Hannah Coyt, Board Chair