

**KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS  
MEETING MINUTES  
July 21, 2023**

A meeting of the Kentucky Board of Licensed Professional Counselors was held via teleconference on July 21, 2023.

**MEMBERS PRESENT**

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

**DPL STAFF**

Lyndsay Sipple, Admin Section Supervisor  
Stephanie Hilson- Robinson, Board Administrator  
Vickie Logan, Fiscal Section  
Kristen Lawson, Commissioner

**LEGAL COUNSEL**

Sara Janes, OLS

**OTHER**

Dawn Hinton, KCA  
B  
iPhone Sonja  
Bridget Hahn Southwood  
Christin

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**CALL TO ORDER**

Chair Coyt called the meeting to order at 10:09 a.m.

**MINUTES**

Ms. Grigsby motioned to accept the June 16, 2023, meeting minutes. Second by Ms. Hutchins. Mr. Roberts abstained; motion carried.

Ms. Hutchins motioned to accept the June 30, 2023, meeting minutes. Second by Ms. Grigsby. Mr. Roberts abstained; motion carried.

Ms. Hutchins motioned to accept the July 11, 2023, meeting minutes. Second by Dr. Pemberton. Mr. Roberts abstained; motion carried.

**MONTHLY FINANCIAL REPORT**

The Board reviewed the June 2023 financial reports. No action is needed.

**DPL REPORT**

Commissioner Lawson reported most staffing positions have been filled. The department has been approved for three additional positions to include two Board Administrators and one Executive Staff Advisor, which will be an additional supervisor for DPL and will work with Commissioner Lawson with department initiatives.

## **NEW BUSINESS**

The Board discussed AASCB Board Member Training Modules. Dr. Brooks made a motion to approve one member to take the training to review content for the purpose of having an informed board discussion on whether it is worth the cost for all board members to take the training. Ms. Hutchins seconded the motion. Dr. Brooks amended the motion to approve one person to take the training for the stated reasons pending a conversation with Matthew Grayson about the cost effectiveness of one member attending versus all members attending and with Chair Coyt to make the decision on the most cost-effective cost avenue. Seconded by Ms. Hutchins. Motion carries.

KCA's Request for Funding for the KCA Annual Conference was presented to the Board. The conference will be held November 8-10, 2023. Ms. Hinton reported the requested amount is the same as last year. Dr. Brooks motioned to accept and pay the request for funding in the amount of \$29,000 for the KCA Annual Conference. Seconded by Ms. Grigsby. Motion Carries

## **OLD BUSINESS**

Ms. Hinton requested licensee email addresses to provide to KMHCA in preparation of upcoming Board vacancies. Pursuant to statute, since KMHCA is responsible for sending a list of 3 names for each open position to the Governor for appointment, KMHCA sends out information to licensees advertising open Board positions. Dr. Pemberton made a motion to provide KCA a mailing list with business and other email addresses listed as public, if any, as well as waiving the mailing list fee for KCA. Seconded by Ms. Grigsby. Motion carries.

Ms. Hinton relayed all slots for presenters have been filled for the Annual Conference in November.

Ms. Hinton reported the first meeting for the new leadership of KCA will be August 4-5, 2023. KCA continues to provide support and build chapters throughout the state.

The Board followed up on the professional identity conversation. Chair Coyt, Dr. Brooks, and Ms. Hinton discussed having a small group present to school administrators, Principals, and Superintendents to educate them on what a counselor is, how bachelor level and master level education differs, and the need to advertise in a way that attracts licensed professionals.

Dr. Brooks reported the Counseling Compact postponed their July meeting until Wednesday, July 26, 2023, to be held in Nashville the day before the CRBS Summit begins. She relayed there were several meetings in June where they voted on a secretary and executive director.

Dr. Brooks stated Ohio passed legislation which allows KY licensees to become licensed in Ohio without a reciprocity agreement; and which restricts Ohio from entering into reciprocity agreements with other states however, the Ohio law does not pertain to OH counselors seeking reciprocity with KY and KY would like to reciprocate since Ohio borders many KY counties. Dr. Brooks made a motion for Legal Counsel to research whether a reciprocity agreement is possible using OH's new law permitting KY licensees to practice in OH as a basis for KY reciprocity. Seconded by Dr. Pemberton. Motion carries.

Ms. Janes presented the final version of 201 KAR 36: 070 Application, education, and examination requirements. No action required.

Ms. Janes and the Board discussed 201 KAR 36:040 Code of Ethics regarding clarification in language relating to counselor educators. Legal counsel recommends finalization of proposed amendments. Dr. Pemberton motioned the board to approve 201 KAR 36:040 Code of Ethics as amended. Seconded by Ms. Hutchins. Motion carries.

The Board discussed out-sourcing Board-produced training for required Continuing Education Units. Ms. Hutchins made a motion to allow herself to work with DPL and legal counsel to prepare an RFP for professional production companies for Board Produced Trainings, to include a stipend for trainers, and to offer the trainings at no cost to licensees. Ms. Martin seconded. Motion carries.

Chair Coyt reported that the NC Board of Licensed Clinical Mental Health Counselors met and voted to remove the language related to NC required experience from the reciprocity agreement with KY. Ms. Janes will work with NC on the review and revision of the agreement for Board discussion in August.

Mr. Roberts made a motion to enter closed session, 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 pending litigation/complaints and applications. Ms. Hutchins seconded the motion, which carried, and the board entered closed session at 12:18 p.m. Under closed session, the Board discussed the recommendations of the Applications Committee, Administrative Hearings, and the recommendations of the Complaints Committee.

Ms. Grigsby motioned to come out of the closed session at 1:20 p.m. Ms. Martin seconded the motion, which carried. No action was taken during the closed session.

Chair Coyt announced coming out of closed session.

### **APPLICATIONS COMMITTEE**

Dr. Brooks motioned to approve recommendations from the applications committee, seconded by Ms. Grigsby. Carried.

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

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

*Sarah Allemon, Eleanor Barrow, Jessica Belcher, Savannah Briggs, Jennifer Campbell, Emily Cherchio, Rachel Cherry, Jeremy Doolin, Ashley Gilliam, Brooke Hasl, Olivia Hockett, Cassey Jessup, Alisa Johnson, Allyson Jones, Madison Malloy, Sadie Matthew, Daniel McCarthy, Robert Muncy, Emina Odobasic, Shapell Pegram, Sierra Riley, Alejandra Saavedra, Ann St. Clair, Melanie Summers, Rachel Swartz, Christiana Taylor, Dalton Thomas, Alexandria Todd, Alisha Ward*

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

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

*Amber Armstrong, Kayla Ashby, Stacie Blair, Taylor Burton, Hannah Cowen, Robert Evans, Katelynn Garry, Geoffrey Hatfield, Gerri Hobbs, Sherry Horne, Vanessa Ingle, Elizabeth Jarrell, Whitney Johnson, Erin Mayer, Courtney McKinney, Joy Messer, Beth Myers, Jerri Nixon, Madison Reed, Katherine Salisbury, Antonia Seman, Brokielle Sheffield, Kylee Sipes, Taylor Speaks, Karla Tolbert, Lyndsay Tyra, Katie Warner, Allison Wilson*

## **LEGAL COUNSEL**

A motion was made to send a Cease-and-Desist Letter to a school system for using the term “Mental Health Counselor” in a job description for a position that requires only a bachelor’s degree and does not require an LPC license. Motion seconded by Ms. Martin. Motion carries.

## **ADMINISTRATIVE HEARINGS**

2023KBLPC-00001 –Hearing Officer entered a Recommended Order of Dismissal. The Respondent has 30 days to file an appeal, which time has not yet passed. Legal Counsel will prepare an Order of Dismissal for the August meeting if the Petitioner fails to appeal.

## **COMPLAINTS COMMITTEE**

- 2021LPC00037: Recommend private admonishment with warning that providing counseling in a public place (eg. Library) is not acceptable, nor is use of social media with clients, and certificate of completion of 3 CEU hours in boundaries and 3 CEU hours on dual- relationships required or Respondent must retake 6 hours of CE on these topics, not to be used in conjunction with 2023 renewal CEUs.
- 2019LPC00048: Recommend dismissal.
- 2023LPC00018: Recommend local FFD evaluator and specified the order include a mental health evaluation, substance use assessment and a drug screen for illegal substances.
- 2023LPC00026: Recommend private admonishment to include 3 hours of CEUs in professionalism and confidentiality.
- 2023LPC00028: Recommend offer of informal settlement with 3 CEU hours on ethics, 3 CEU hours on abandonment, and 3 CEU hours on professionalism, to be completed within 3 months and not to be used in conjunction with 2023 renewal CEUs. Informal settlement will include a notice to the clinical supervisor informing them of the complaint, and a report from the supervisor within 3 months advising the Board of the work and respondent’s progress in these areas.
- 2023LPC00029: Recommend referral for investigation to piggyback with prior referral for investigation in another complaint.
- 2023LPC00031: Recommend referral for investigation upon receipt of signed complaint.

The complaints committee moved to approve these recommendations listed in full above. Ms. Hutchins seconded. All in favor.

- 2023LPC0003, 0004, 0005, 0006: Ms. Janes asked whether any board member had a conflict in Complaint Nos. 2023LPC00003, 2023LPC00004, 2023LPC00005 and 2023LPC00006, which had recommendations to the Board by the complaints committee.

Dr. Pemberton advised the Board he has a conflict in these cases and removed himself from the room for the discussion and board vote on the complaints committee’s recommendation.

The complaints committee moved to issue an administrative subpoena for a witness in the investigation of 2023LPC00003, 2023LPC00004, 2023LPC00005 and 2023LPC00006. Ms. Hutchins seconded. Dr. Pemberton was absent for the vote. Motion carried.

Dr. Pemberton was invited back into the room following the vote.

### **PER DIEM**


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

- Dr. Andrea Brooks: June 30 (Special Meeting), July 11 (Special Meeting), & July 21 (Regular Meeting)
- Dr. Hannah Coyt: Denise Hutchins: June 30 (Special Meeting), July 11 (Special Meeting), July 19 (Review Meeting), & July 21 (Regular Meeting)
- Amanda Grigsby: June 30 (Special Meeting), July 11 (Special Meeting), July 20 (Complaints Review), July 21 (Complaints Committee), & July 21 (Regular Meeting)
- Denise Hutchins: June 30 (Special Meeting), July 11 (Special Meeting), July 19 (Application Review), July 20 (Applications Committee), & July 21 (Regular Meeting)
- Beverly Martin: June 30 (Special Meeting), July 11 (Special Meeting), July 19 (Complaints Review), & July 21 (Regular Meeting)
- Dr. Charles Pemberton: June 30 (Special Meeting), July 11 (Special Meeting), July 20 (Applications Committee), & July 21 (Regular Meeting)
- Jake Roberts: July 21 (Regular Meeting)

Ms. Grigsby seconded the motion, which carried.

### **ADJOURN**

Ms. Martin made a motion to adjourn at 1:43 p.m. Second by Dr. Pemberton and carried.



Dr. Hannah Coyt, Board Chair