

KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS
MEETING MINUTES
January 17, 2025

A meeting of the Kentucky Board of Licensed Professional Counselors was held in-person in Room 127CW, 500 Mero Street, Frankfort, KY and via teleconference on January 17, 2025.

MEMBERS PRESENT

Dr. Andrea Brooks, Chair
Denise Hutchins, Vice Chair
Wm. Jake Roberts
R. Kyle May
Beverly Martin
Dr. Hannah Coyt
Dr. Charles Pemberton

DPL STAFF

Lyndsay Sipple, Board Section Supervisor
Courtney Cook, Administrative Section Supervisor
Stephanie Hilson, Administrative Specialist Senior
Robert Brossart, Administrative Specialist Senior
Chasity Wray, Administrative Specialist Senior

MEMBERS ABSENT

LEGAL COUNSEL

Sara Janes, OLS

OTHER

Dawn Hinton, KCA	Sarah Cummins
Jeanna Williams	Kim Craig
Miranda Brown	Darren Neal
Samuel	Sarah

CALL TO ORDER

Chair Brooks called the meeting to order at 10:00 a.m.

MINUTES

Dr. Pemberton made a motion approve the December 20, 2024, Board Meeting Minutes with correction to Per Diem. With Ms. Hutchins abstaining, Ms. Martin seconded the motion, which carried.

MONTHLY FINANCIAL REPORT

The Board reviewed the December 2024 financial reports. No action is needed. KCA Invoice has been submitted for authorization. Question regarding amount of cash- the budget is based on revenue and expenditures, and each year the Board is only allotted a certain amount of money to spend. If expenditures increase, then the budget would be adjusted accordingly.

FFD RFP has been submitted to finance and was subsequently approved. Ms. Cook has not received notice of it being posted online but will relay to Board Counsel once it is.

It was reported online training videos might be able to be provided through the Office of Administrative Services. Master agreements are out for this matter. The terms and conditions will be reviewed to see if the Board would be able to pay invoices off the master agreement, vs having a contractor in place.

DPL REPORT

As amended February 21, 2025

Commissioner Lawson reported PPC will be hosting Board member trainings a couple times of year, in combination with the Real Estate Board. The training is for all Boards. A time and place will be provided once set. The training will be hybrid, but attendance in person is recommended.

NEW BUSINESS

Jurisprudence Exam Committee: Next meeting January 22, 2025, at 9:15 a.m. The Committee will have an update in February.

Counseling Compact Update: The Annual Full Commission meeting will be held in Myrtle Beach, following the AACB conference. The Commission will have elections for Chair, Secretary, and two members at large. The February Executive meeting was canceled with no public comments on proposed rules. Chair Brooks reported initial privilege to practice should begin in August. Testing of accounts is underway, and they expect to roll out a couple of states at a time

KCA Update: Ms. Hinton reported on the Leadership meeting, where they discussed the budget and how to be more efficient. KCA wants to rebuild branches and are discussing how to relaunch their chapters; leadership is discussing if chapters should be divided geographically for traveling vs online training. KCA's goal is to send more information pertaining to KBLPC Board Meetings and to highlight membership with KCA.

Mr. May reported on potential legislation that will undo the ban on conversion therapy for the LGBTQ community. SB150 will block affirming care to minors, while HB163 will require at least 95% of restroom facilities in a specified school building be designated for a specific biological sex. Legislation will be back in session the 1st week of February.

Public and Staff Comments on 201 KAR 36:050. Complaints Management: Board Counsel reported the regulation was filed in November with the public hearing schedule for January. The Board did not receive any intents to attend, so the hearing was canceled. Board Counsel reported on public comments from KCA and the Children's Alliance, and the Statement of Consideration.

The Board initially voted not to include the HIPAA release form with the Complaint form. However, Children's Alliance and LRC suggests the form be included. The Board recommended a "cover page" explain n will need a form explaining when the form should be filled out, such as "if you are a client and request release of information, please sign HIPAA", etc.

Children's Alliance is advocating for anonymous complaints. Chair Brooks stated nothing in the regulations state that you can't submit an anonymous complaint. Board Counsel reported it's a property right and therefore must be signed by a person or entity. Chair Brooks stated it is hard to gather information when submitted anonymously, and there is no chance for rebuttal. It was also stated some people don't submit complaints in fear of retaliation. The Board asked for additional wording in Section 1 (4), firming up wording, move to 1(c). If a complaint is filed and substantiated against a dually licensed individual, the infraction will be relayed to the respective Board. The regulation will not affect The Compact since they have regarding their complaint process. Statement of consideration is due by 2/17. (5) Board denies adding comment and allowing anonymity.

Dr. Coyt made a motion to accept changes. Dr. Pemberton seconds, motion carried.

ARRS Committee Meeting – February 10, 2025: Several members of the Board will be at the AASCB Conference on February 10. Chair Brooks requested Board Counsel to inquire about deferring until the March ARRS Committee meeting. falls during the same time, need replacement for Chair Brooks,

As amended February 21, 2025

Dr. Coyt made a motion for Chair Brooks or Mr. May to represent KBLPC at the March 2025 ARRS Meeting. Ms. Hutchins seconded the motion, which carried.

and as amended on February 21, 2025:

ACA Conference – Ms. Sipple reported the travel memo was sent with all Board members, and it was immediately rejected. It is recommended to select ~~four~~ five people for attendance. The updated TA37 will reflect Chair Brooks, Dr. Pemberton, Mr. May, Dr. Coyt, and Ms. Hutchins. It was noted you must be an ACA member to attend the conference. Board members have a maximum of \$600.00 for flights.

Dr. Pemberton made a motion to enter closed session at 11:19 a.m., pursuant to KRS 61.810(1)(c), (f) (j) and (k) regarding deliberations of quasi-judicial bodies at which information protected by federal and state law may be discussed, to discuss complaints and applications, and litigation. Dr. Coyt seconded the motion, which carried, and the board entered closed session at 11:20 a.m.

Dr. Pemberton made motion to come out of closed session at 1:08p.m. Ms. Martin seconded the motion, which carried. No action was taken during the closed session.

APPLICATIONS COMMITTEE

Applications Committee makes the following recommendations as its Motion for approval:

Licensed Professional Counselor Associate (LPCA)

Hannah Rose Adams, Anna Ashburn, Marquita Nicole Bailey, Sarah Joy Baker, Daphne Danielle Barlow, Rebecca Jo Bowman, Tonya. Rena Burton, Shaija Camp, Jennifer Michelle Carnahan, Andrew Christian, Amanda Danielle Clement, Dannarae Stephens Conley, Kimberly JoCraig, Chiah Marie Davis, Claresha Dishman, Mikeal Ford Fannin, Agueda, Toni Hudkins-Teague, Eleza Nicole Jacobs, Sabrina Cristina Lovell-Spear, Yuliya Oleksandriva Phillips, Julia Margarita Rivas, Pamela Lorrane Roberts, Sandra Shoemaker, Rachel Stephenson, Heather Terra, Dana Bayley Thompson, Katelyn Rebecca Wentworth, Shelbie Jo Wiles

Licensed Professional Clinical Counselor (LPCC)

Amanda Jane Andrew Brown, Deborah Anne Beville, Jade Marli Boykins, Jordan Bradden, Jerrica Lee Brandenburg, Elizabeth J Burdick, Wesley G Combs, Melanie M Griffin, Taylor Renae Kirby, Oddette Antonette Parker-Chieco, Sarah Rebekah Ramirez, Brittany Rhoten, Chelsea Beatrice Riordan, Brittani Lynn Roberts, Michael Anthony Rose, Melody Shipley, Kendall L Tapp, Meritt Ward, Lendsey Webb, Laura Suzanne Woo

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

Dr. Pemberton made a motion to initiate a Board complaint against JL. Mr. May seconds the motion, which carried.

Dr. Pemberton made a motion for Dr. Coyt to draft a letter to CACREP to inquire about the intention of programs to be clinical. Ms. Hutchins seconded the motion, which carried.

Ms. Hutchins made a motion to allow Board counsel to extend MA's due date for payment of fines. Dr. Pemberton seconded the motion, which carried.

COMPLAINTS COMMITTEE

Complaints Committee makes the following recommendations as its Motion for approval:

As amended February 21, 2025

Investigations:

2022LPC-00033 – Private Admonishment – Three (3) hours of CEUs on dual relationships in couples counseling.

Complaints:

2024LPC-00032 – Defer to February 2025 complaints committee meeting.

2024LPC-00045 – Refer to Clinton Investigations.

2024LPC-00046 – Dismissed.

2024LPC-00047 – Dismissed.

2024LPC-00051 – Private Admonishment – Three (3) hours of CEU's on law course.

2024LPC-00052 – Dismissed.

2024LPC-00054 – Request documentation mentioned in complaint response.

2024LPC-00055 – Private Admonishment - Three (3) hours of CEU's on law course.

2024LPC-00056 – Dismissed.

2024LPC-00057 – Private admonishment. Show proof of refund for those who had taken course that were not board approved within 90 days.

2021LPC-00003 – Approved.

GH Quarterly Report – Approved.

2024LPC-00015 – Approved.

Email regarding unable to find CEUs – CEUs courses found under PESI, Resolution Academy, CE4LESS

Email requesting to speak to complaints committee – Denied.

With Dr. Coyt and Dr. Brooks abstaining from 2024LPC-00057, motion was seconded by Dr. Coyt which carried.

LEGAL COUNSEL

Board Counsel relayed the Public Hearing for Comments on 201 KAR 36.100, Counseling Compact, is scheduled for January 28, 2025, but if no requests to attend are received, the hearing will be canceled. February 28, 2025, will be the last day for comments on this regulation.

Board Counsel reported a formal request to defer the ARRS Meeting was submitted. Dr. Brooks and Ms. Hutchins will review and provide approval.

ADMINISTRATIVE HEARINGS**OLD BUSINESS**

RFP for FFD Evaluator: Please see Monthly Financial Report.

RFP for Training Series: Please see Monthly Financial Report.

Scoring Committee: Tabled to February.

Red Flag Life Coaching Space: Tabled to February

PER DIEM

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

- Dr. Andrea Brooks: 1/16/2025 (Meeting with Board Administrator), 1/17/2025 (Board Meeting)
- Ms. Denise Hutchins: 1/16/2025 (Complaints Committee Meeting), 1/17/2025 (Regular Meeting)

As amended February 21, 2025

- Ms. Beverly Martin: 1/14/2025 (Complaints Review), 1/15/2025 (Complaints Review), 1/16/2025 (Complaints Committee Meeting), 1/17/2025 (Regular Meeting)
- Dr. Charles Pemberton: 12/27/2024 (Meeting with Board Administrator re. Applications); 1/9/2025 (Meeting with Board Administrator re. Applications); 1/10/2025 (Applications Review), 1/13/2025 (Applications Review), 1/15/2025 (Applications Review), 1/16/2025 (Applications Committee Meeting), 1/17/2025 (Board Meeting)
- Dr. Hannah Coyt: 1/15/2024 (Applications Review), 1/16/2025 (Applications Committee Meeting), 1/17/2025 (Regular Meeting)
- Mr. Wm. Jake Roberts: 1/17/2025 (Regular Meeting)
- Mr. R. Kyle May: 1/14/2025 (Applications Review), 1/15/2025 (Applications Review), 1/16/2025 (Applications Committee Meeting), 1/17/2025 (Board Meeting)

Ms. Hutchins seconded the motion, which carried.

ADJOURN

Dr. Pemberton motioned to adjourn at 1:26 p.m. Motion seconded by Dr. Coyt which carried.

Dr. Andrea Brooks, Board Chair