

**KENTUCKY BOARD OF LICENSED PROFESSIONAL COUNSELORS  
REGULAR BOARD MEETING**

**Minutes  
June 18, 2010**

A Regular meeting of the Board of Licensed Professional Counselors was held on May 21, 2010 at the Division of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky.

**MEMBERS PRESENT**

Mr. Timothy Robertson  
Dr. Neresia Minatrea  
Dr. Alice Walker  
Dr. Daya Sandhu

**OCCUPATIONS & PROFESSIONS STAFF**

Carolyn Benedict  
Frances Short

**OFFICE OF THE ATTORNEY GENERAL**

James Grawe, Assistant Attorney General

**MEMBERS ABSENT**

Mr. Larry Sexton  
Ms. Judy Bradley

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**CALL TO ORDER**

Mr. Robertson called the meeting to order at 9:45 a.m.

**MINUTES**

Motion was made by Dr. Sandhu to approve the minutes from the May 21, 2010 board meeting with amendments. Dr. Walker seconded the motion. The motion carried.

**FINANCIAL STATEMENT**

Motion was made by Dr. Minatrea to approve the financial statement. Dr. Sandhu seconded the motion. The motion carried.

**DIRECTOR'S REPORT**

Ms. Short reported that the potential for fee transfers was still a possibility for the upcoming fiscal year. None have been scheduled to date but it could still happen. She also informed the board that state merit employees would be taking unpaid furlough days during the next two fiscal years. It hasn't been determined when or how many at this time.

Ms. Short said that Ryan Halloran, from the Office of the Attorney General, had done some research with regard to Board Administrators approving renewals and issuing licenses. She asked Mr. Grawe to discuss it further. He stated that the board needed to determine whether a duty was administrative, as opposed to, discretionary. If the duty is discretionary then it should be the Board's responsibility. If the action is purely administrative then the Board Administrator can perform the duty. It was determined that the Board Administrator for the LPC board, upon a motion by Dr. Walker and second by Dr. Sandhu, had the board's permission to approve non-audited license renewals and supervisory agreements. The renewals and supervisory agreements would then be ratified at the next board meeting.

**OLD BUSINESS**

Mr. Grawe presented the Board with the final version of 201 KAR 36:070 revisions as it relates to "related degrees." Mr. Robertson signed it and Mr. Grawe agreed to file it with LRC on behalf of the Board.

Discussion with regard to inactive licensure status was tabled until the July meeting.

Discussion with regard to the definition of testing was tabled until the August meeting.

**NEW BUSINESS**

The topic of verifying the number of supervisees an LCSW has was discussed. It was agreed that Mr. Robertson would contact the Executive Director of the Social Work Board, Margaret Hazlette, and discuss the process for verifying that information since their board wasn't updating the supervisor information in the database. Ms. Short agreed to provide Mr. Robertson with Ms. Hazlette's contact information. It was also agreed that Ms. Benedict would put a notice to licensees on the website making them aware that a supervisor could have only 6 supervisee's total, no matter what type of license they held. She is also to add that information to the supervision agreement.

Dr. Minatrea asked what the feasibility of having one of Ms. Benedict's smaller boards given to another administrator would be because of her workload. Ms. Short said that wasn't a possibility and that the Ms.

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Benedict would probably be getting busier because of the potential to have two additional boards coming into the office for administrative services. During the discussion with regard to the tremendous number of phone calls received by Ms. Benedict on a daily basis, it was decided that Mr. Robertson, along with the help from Board members and Ms. Benedict, would begin working on a FAQ link for the website. This would hopefully enable licensees and applicants to find the answers to their issues more easily and avoid having to call the Board's office for general questions.

Mr. Robertson also encouraged Board members to peruse the website and give additional suggestions for making it more "user friendly" for licensees and applicants.

Ms. Benedict was asked to put a list of supervisors who had completed the supervision training on the website.

### **COMPLAINTS/OTHER LEGAL MATTERS**

Complaint Committee made the following recommendations:

06-007 - Ongoing

0611 and 07-002 – Ongoing

07-001 – Ongoing

2010-01 – Referred to the Office of the Attorney General for formal investigation

2010-02 – Referred to the Office of the Attorney General for formal investigation

2010-03 - Dismissed

Dr. Minatrea seconded the motion. The motion carried.

### **OLD BUSINESS**

Redefining the definition of "related degree" was discussed. Mr. Grawe agreed to draft a revision to the regulation and bring it to the June board meeting for review.

Web-based supervision was discussed. Mr. Grawe agreed to begin drafting a regulation with regard to web-based supervision and bring it to the June board meeting for discussion.

Discussion of elimination of supervisors that are not LPCC's was tabled until the June meeting.

Discussion of the definition of "testing" was tabled until the June meeting.

### **APPLICATION REVIEW**

Dr. Walker made a motion that the Board approve all actions taken on applications as follows:

#### **APPLICATIONS FOR LICENSURE BY ENDORSEMENT**

The following applications for Licensure by Endorsement were approved: Julie Gosky, Bianca Puglia, Christopher Surber,

The following applications for Licensure by Endorsement were deferred: Michelle Downey

The following applications for Licensure by Endorsement were denied: Michelle Landenwitch

#### **APPLICATIONS FOR LPCA**

The following applications for LPCA were approved: Emily Ann Hammond, Christy Harris, Steven Layson, Tracy Lear, Seongjik Lee, Liisa Lucas, Tammy Shields, Crystal Robinson, Frank Taylor, Rachael Frances Wenzke

The following applications for LPCA were deferred: Terry Allison, Joseph Carhart, Donna Barbee Hall, Junyoung Lee, Kelli Renee Morrow, Christine Shiveley, Jennifer Stephens, Kelly Turner, Melinda M. Whitt

The following applications for LPCA were denied: Christina Mayhaus

#### **APPLICATIONS FOR LPCC**

The following applications for LPCC were approved: Debra Mulligan, Eric Perry, Katherine Word

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### **LPCA SUPERVISION CONTRACT REVIEW**

The following supervision contracts were approved: Kathryn Englert, Whitney Richardson, Taylor Schmidt, Martha Pennington Stone, Russell Tiller, Kasey Wilson,

### **APPLICATIONS FOR REINSTATEMENT**

The following applications for Reinstatement of LPCC licenses were approved:

The following applications for Reinstatement of LPCA licenses were approved: Melissa Coleman-Hall, Kristi Vaughn

### **CONTINUING EDUCATION**

The following provider applications for continuing education were approved:

NorthKey Community Care – Community Resiliency Support: Crisis Response at the School and Community Level – 3.5 hours

Ramey Estep Homes – Motivational Interviewing in Mental Health and Addiction – 2.75 hours

Seven Counties Services, Inc. – Summer Training 2010 – 19 hours

The following applications for continuing education were deferred:

Bluegrass Regional MH-MR Board – Living Life Well – pending receipt of outline of training and handouts  
Heisel and Associates – Ethics From a Legal Perspective: Guidelines, Regulations and Cases – pending receipt of certificate of completion and handouts

Heisel and Associates – Treatment Strategies for Sexually Abused Children – pending receipt of certificate of completion and handouts

Heisel and Associates – Incest, Sexual Abuse and Family Violence: Treatment Strategies for a Broken Self – pending receipt of certificate of completion and handouts

Heisel and Associates – Family Members Coping with Substance Using Adolescents – pending receipt of certificate of completion and handouts

Heisel and Associates – The Coaching Supervisor: Enhancing Performance and Career Development – pending receipt of certificate of completion and handouts

Heisel and Associates – Kentucky Ethics: Guidelines, Regulations and Cases – pending receipt of certificate of completion and handouts

Heisel and Associates – Counseling Women who Abuse Substances – pending receipt of certificate of completion and handouts

Heisel and Associates – ADHD and Co-Morbid Disorders in Children and Adults – pending receipt of certificate of completion and handouts

### **TRAVEL AND PER DIEM**

Motion made by Dr. Sandhu for approval of travel and per diem. Motion seconded by Dr. Walker. The motion carried.

### **NEXT MEETING**

The next regular Board meeting is scheduled for July 16, 2010 at 9:30 a.m. at 911 Leawood Drive in Frankfort, Kentucky. The complaint review committee will meet at 9:00 a.m.

### **ADJOURNMENT**

Being no further business to come before the Board Mr. Robertson declared the meeting adjourned at 2:10 p.m.

Approved

July 16, 2010