

KENTUCKY BOARD OF LICENSURE FOR PASTORAL COUNSELORS
Board Meeting
August 25, 2023
1:00 pm

A Board meeting of the Kentucky Board of Licensure for Pastoral Counselors was held on August 25, 2023, via Zoom Conference call.

Members Present

Crystal Shepherd, Chair
Andrew Cole
Margaret Brooks
Lisa Nisbet
Frank Stillwell

Members Absent

Dept Of Professional Licensing

Jamar Carter, Administrative Section Supervisor
Tiler Deaton, Board Administrator

Others

Daniel Leffel, Board Counsel

Call To Order

Crystal Shepherd called the meeting to order at 1:02 p.m.

Minutes

A motion was made by Lisa Nisbet to accept the minutes from February 2, 2023 & March 24, 2023, special Board meetings as written. Motion, seconded by Margaret Brooks, carried.

Financials

The Board reviewed financial statements from January 2023 through July 2023. No further action required.

Department Of Professional Licensing Report

Jamar Carter presented a report on Safe Storage Awareness Information. A motion made by Margaret Brooks to place this document on the Boards website for licensees and public. Motion, seconded by Lisa Nisbet, carried.

Additionally, Jamar Carter informed the Board that the department has added 2 new Board Administrators and an Executive Advisor position.

Board Counsel

No Report

Board Chair Report

No Report

Licensure Report

The Board reviewed a licensure report. No further action required.

Old Business

Board Counsel presented drafted regulation changes for 201 KAR 38:020, 201 KAR 38:030, and 201 KAR 38:070. The Board would also like to add an option on the application for an email address. Board Counsel will bring finalized draft and such at the next meeting.

New Business

Crystal Shepherd informed the Board that the November 2021 minutes on the Board website are incorrect and are from another Boards meeting. Jamar Carter will correct this.

The Board discussed the Board Chair position due to it is time for nominations. Crystal Shephard has served her two-year maximum as chair. A motion made by Lisa Nisbet to nominate Margaret Brooks as Board Chair. Margaret Brooks accepted the nomination. Motion, seconded by Frank Stillwell, carried.

A motion made by Andrew Cole to have the Board chair position go into effect the beginning of each calendar year. Motion, seconded by Frank Stillwell, carried.

The Board discussed the 2024 meeting schedule. A motion made by Andrew Cole to have the 2024 meeting date on March 22, August 23, and November 8. Motion, seconded by Lisa Nisbet, carried.

The Board Administrator brought to the Boards attention that the next meeting is on a holiday. A motion made by Andrew Cole to cancel the November 2023 meeting and reschedule the meeting for October 27, 2023, at 1P.M. EST. Motion, seconded by Frank Stillwell, carried.

Applications

A motion made by Lisa Nisbet to enter closed session at 1:32p.m., pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding applications at which information protected by KRS 61.810(1)(k) may be discussed. Motion, seconded by Andrew Cole, carried.

A motion made by Margaret Brooks to enter open session at 1:38 p.m. Motion, seconded by Andrew Cole, carried. No final action taken in closed session.

A motion made by Andrew Cole to defer J.P. application due to the following:

- Educational requirements: needs to meet equivalent course study due to no masters in divinity.
- Documentation of Counseling hours & Clinical supervision.
- Applicants Affidavit section needs to be signed.

Motion, seconded by Frank Stillwell, carried.

Adjournment

A motion made by Andrew Cole to adjourn the meeting at 1:42 p.m. Motion, seconded by Lisa Nisbet, carried.

A handwritten signature in cursive script that reads "Crystal M. Shepherd". The signature is written in dark ink and is positioned above the printed name.

Crystal Shepherd, Board Chair