

**KENTUCKY BOARD OF LICENSURE FOR PASTORAL COUNSELORS**  
**Board Meeting**  
**March 22, 2024**  
**1:00 pm**

A Special Board meeting of the Kentucky Board of Licensure for Pastoral Counselors was held on March 22, 2024 via Microsoft Teams Conference Call & in PPC Conference Room 127CW.

**Members Present**

Crystal Shepherd  
Margaret Brooks, Chair  
Lisa Nisbet  
Frank Stillwell

**Members Absent**

Andrew Cole

**Dept Of Professional Licensing**

Jamar Carter, Administrative Section Supervisor  
Kristen Lawson, Commissioner  
Courtney Cook, Fiscal Section Supervisor

**Others**

Daniel Leffel, Board Counsel

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**Call To Order**

Margaret Brooks called the meeting to order at 1:03 p.m.

**Minutes**

The Board reviewed the meeting minutes from the October 27, 2023 Special Board Meeting. A motion was made by James Stillwell to approve the minutes as presented, Lisa Nisbet second the motion & the motion carried.

**Financials**

The Board reviewed financial statements from October, November, December 2023, January & February 2024 with no further questions or concerns at this time.

**Department Of Professional Licensing Report**

Commissioner Lawson provided an updated regarding HB 34.

**Board Counsel**

No Report

**Board Chair Report**

No Report

**Licensure Report**

The Board reviewed a licensure report with no further action required.

### **Old Business**

Board Counsel presented drafted regulation changes for review. After further discussion the board provided additional amendments to 201 KAR 38:030. A motion was made by Crystal Shepherd to authorize Board Counsel, Daniel Leffel to the draft amendments and submit for approval, James Stillwell second the motion & the motion carried.

### **New Business**

Board Counsel presented the MOA's with DPL & OLS to the board for review. After further review & discussion, a motion was made by Lisa Nisbet to accept the MOA w/ DPL as presented, Crystal Shepherd second the motion & the motion carried.

A motion was made by Crystal Shepherd to accept the MOA w/ OLS as presented, James Stillwell second the motion & the motion carried.

### **Applications**

No applications to review

### **Next Meeting**

August 23, 2024

### **Adjournment**

A motion was made by Lisa Nisbet to adjourn the meeting at 1:18p.m, Crystal Shepherd second the motion & the motion carried.

A handwritten signature in cursive script that reads "Crystal M. Shepherd".

Crystal Shepherd, Board Chair