



KENTUCKY BOARD OF LICENSURE FOR PASTORAL  
COUNSELORS

MEETING MINUTES

Friday, November 14, 2025, at 1:00 p.m. ET via Microsoft Teams, and  
at 500 Mero Street, Room 127 CW, Frankfort, KY 40601

---

**Members Present**

Margaret Brooks, Board Chair  
Lisa Nisbet  
Crystal Shepherd  
James Stillwell

**Dept Of Professional Licensing**

Lyndsay Sipple, Administrative Supervisor  
Miranda Guarnieri, Board Administrator

**Members Absent**

Andrew Cole

**Others in Attendance**

Daniel Leffel, Board Counsel

**Call To Order**

Margaret Brooks, Board Chair, called the meeting to order at 1:04 p.m. ET.

**Minutes**

The Board reviewed the meeting minutes from August 8, 2025, Board Meeting. A motion was made by Lisa Nisbet to approve the minutes as presented. Crystal Shepherd seconded the motion and the motion carried.

**Financials**

The Board reviewed financial statements from August, September, and October 2025 with no further questions or concerns at this time.

**DPL Report**

Commissioner Lawson was unable to attend the meeting. Lyndsay Sipple, Administrative Supervisor, spoke on her behalf. There was no news to report.

**Board Counsel**

Board counsel, Daniel Leffel, will submit updated regulations to the Legislative Research Commission.

**Board Chair Report**

No Board Chair report this month.

**Licensure Report**

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

### Old Business

All regulatory business moving forward on the agenda.

### New Business

A motion was made by Lisa Nisbet to make the meeting dates for next year on the second Friday of the following months: February, August, and November at 1:00 p.m. ET. The motion was seconded by Crystal Shepherd and the motion carried.

### Application Review

Lisa Nisbet made a motion to move into closed session pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding the applications and complaints at which information protected by KRS 61.810(k) may be discussed and the motion was seconded by Crystal Shepherd. The motion carried and the Board entered closed session at 1:13 p.m. ET.

A motion was made by Crystal Shepherd at 1:29 p.m. ET to enter an open session and the motion was seconded by James Stillwell. The motion carried.

A motion was made by Crystal Shepherd for the Board to approve the items discussed in closed session. The motion was seconded by Lisa Nisbet and the motion carried.

A motion to approve one application was made by Crystal Shepherd and was seconded by Lisa Nisbet. The motion carried.

A motion to defer one application was made by Crystal Shepherd and was seconded by James Stillwell. The motion carried.

### Next Meeting

February 13, 2026

### Adjournment

A motion was made by Lisa Nisbet to adjourn the meeting at 1:21 p.m. ET. Crystal Shepherd seconded the motion and the motion carried. The meeting was adjourned.



MARGARET BROOKS, Board Chair