

KENTUCKY BOARD OF LICENSURE FOR PASTORAL COUNSELORS
Meeting Minutes
November 8, 2024
1:00 pm ET

Board Members Present

Margaret Brooks, Board Chair
Lisa Nisbet
Crystal Shepherd

Dept Of Professional Licensing

Lyndsay Sipple, Administrative Supervisor
Miranda Guarnieri, Board Administrator

Board Members Absent

Andrew Cole
Frank Stillwell

Others in Attendance

Daniel Leffel, Board Counsel

Call To Order

Margaret Brooks, Board Chair, called the meeting to order at 1:06 p.m. ET.

Minutes

The Board reviewed the meeting minutes from the August 23, 2024, 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 2024 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, wants the Board to check the regulation change 201 KAR 38:030. The board approves of the changes.

Board Chair Report

No Board Chair report this month.

Licensure Report

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

Old Business

- *Do we need a member at large for the Board?* Ms. Guarnieri is to reach out to our member at large and see how we can encourage his participation in meetings.

- *A clarification of what constitute a year of post master's education.* KRS 335.620
Application for licensure – Conversion of certificate to license: the regulation is broad and at the discretion of the Board.

New Business

- *Adding provision and language that addresses supervisees, creating an associate pastoral counselor designation.* Mr. Leffel states that to build in a proper supervisory designation that we will need statute changes.
- *Question/Survey for the Board.* The survey should be directed and is regarding a private residential treatment facility. Mr. Leffel will take care of the survey.
- *Do we have a complaints committee? When do they meet?* Complaints in our Board are rare and are not abundant enough to justify a complaints committee. Complaints will be reviewed at regular meetings in a closed session.

Application Review

Crystal Shepherd 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 Margaret Brooks. The motion carried.

A motion was made by Margaret Brooks to enter an open session and the motion was seconded by Crystal Shepherd. 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.

Continuing Education Review

A motion to approve the CEU application was made by Crystal Shepherd and seconded by Margaret Brooks. The motion carried.

Next Meeting

February 14, 2025

Adjournment

A motion was made by Crystal Shepherd to adjourn the meeting at 2:06 p.m. ET. Lisa Nisbett second the motion and the motion carried.



MARGARET BROOKS, Board Chair