

**KENTUCKY BOARD OF LICENSURE FOR PASTORAL COUNSELORS**  
**Regular Board Meeting**  
**November 13, 2020**  
**1:00 pm**

The Board meeting of the Kentucky Board of Licensure for Pastoral Counselors was held on November 13, 2020 via Zoom Conference call.

**MEMBERS PRESENT**

Dr. Jonathan Carroll, Chair  
Elizabeth Ellis  
Crystal Shepherd  
Gerry Hearn

**DEPT OF PROFESSIONAL LICENSING**

Michael Newman, Commissioner  
Plato Chukpue-Padmores, Board Administrator  
Megan Norton

**Members Absent**

Andrew Cole

**OTHERS**

Bryan Morrow, Board Counsel

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**CALL TO ORDER**

Dr. Carroll called the meeting to order at 1:02 p.m.

**Swearing in of new Board member.**

Ms. Shepherd was sworn in as member of a Board member by Ms. Norton.

**Elections of Board member**

Mr. Morrow explained the Reg relating to the position of the chair. He mentioned that according to the Reg, the Board shall elect a chair who shall serve for one term and no more than two terms.

Ms. Shepherd nominated Ms. Ellis as chair of the Board. Mr. Hearn seconded the motion and it carried unanimously.

**APPROVAL OF MINUTES**

Mr. Hearn made a motion to accept August 28, 2020 meeting minutes. Dr. Carroll seconded the motion and it carried.

**DEPARTMENT OF PROFESSIONAL LICENSING REPORT**

Dr. Newman welcomed the new Board member. He mentioned that due to the state of emergency and COVID, there are few changes that will be made during the renewal period. In explanation, he mentioned that licensees who are yet to complete their renewals in 2020 will have to pay double renewal fees in 2021 for missing the renewal period of 2020. He mentioned that emails will be sent to the licensees involved in this situation.

**BOARD COUNSEL REPORT**

Mr. Morrow mentioned that the amendment for continue education was filed on September 14, 2020 with the LRC. He mentioned that the public comment section on the amended regulation is open and will remain open till 11:59 PM on November 30<sup>th</sup>. Mr. Morrow also mentioned that the regulation may go into effect between January and late April should everything go as planned.

Ms. Ellis asked if the Board needs to take further action to make sure that the licensees can take

continue education from KAPC, ACPE, ICE-T etc. during this period. Mr. Morrow explained that the CEUs review committee can review continue education and submit it to the Board for pre-approval. He also mention that until the Reg goes into effect, the CEUs cannot be approved.

### **FINANCIAL STATEMENT**

The Board reviewed and discussed the financial reports from August 2020to October 2020. No action was taken.

### **Licensure Status Report**

The Board reviewed the licensure status report. No action was taken.

### **BOARD CHAIR REPORT**

Dr. Carroll reported that he continue to liaise with KAPC and continue to serve in the capacity on that Board as well working with the Kentucky Pastoral Counselor Consortium. He mentioned they received at least one application form the consortium and the Board should be seeing that soon. Dr. Carroll also mentioned that training is still ongoing and the Board might see new applicants soon from the training.

### **New Business**

#### **Meeting dates for 2021 Calendar year**

Dr. Carroll moved that we meet quarterly with the zoom platform as an option. Mr. Hearn seconded the motion and it carried unanimously.

Dr. Carroll made a motion for these dates. Ms. Shepherd seconded

March 26

August 27

November 12

### **APPLICATION REVIEW**

Dr. Carroll made a motion to approve the pending applications to sit for exam. Ms. Shepherd seconded the motion and it carried unanimously.

### **ADJOURNMENT**

Ms. Shepherd made a motion to adjourn. Mr. Hearn seconded the motion. Motion carried unanimously. The Board adjourned at 1:47p.m.