

KENTUCKY BOARD OF LICENSURE FOR PROFESSIONAL ART THERAPISTS
MINUTES
September 17, 2025

A regular meeting of the Board of Licensure for Professional Art Therapists was hosted by the Department of Professional Licensing, on September 17, 2025, at 12 p.m.

MEMBERS PRESENT

Beth Henson
Virginia Gilpin
Patricia Hart

Department of Professional Licensing STAFF

Chelsey Moye, Board Administrator
Kristen Lawson, DPL Commissioner
Lyndsay Sipple Administrative Section
Supervisor

MEMBERS ABSENT

OTHERS

Lilly Coiner, Office of Legal Services

CALL TO ORDER

Ms. Gilpin called the meeting to order at 12:01pm

MINUTES

Ms. Gilpin motioned to approve the minutes from the July 2025, meeting, seconded by Ms. Henson and the motioned carried.

FINANCIAL REPORTS

The Board reviewed financial statement for July and August 2025. No further action required.

LICENSURE STATUS REPORT

The licensure status report was reviewed. No further action required.

PPC/DPL REPORT

Commissioner Lawson stated that there has been no update on any potential new board members. We are still waiting on the governor's office.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

Ms. Gilpin made a motion to send an email blast to all licensees reminding them the process of applications and examinations. It was seconded by Ms. Henson, and the motion carried.

The board discussed 2025-2026 board meetings dates. Ms. Gilpin made a motion to have the board meetings every other month on the second Wednesday at 12pm starting in January 2026. Ms. Hart seconded the motion, and the motion carried.

The board approved the investigator contract when needed. Ms. Gilpin made a motion to accept the contract, seconded by Ms. Henson. The motion carried.

LEGAL COUNSEL

Ms. Gilpin made a motion to move into closed session at 12:13 p.m. Ms. Hart seconded the motion, and it carried. Pursuant to KRS 61.810(1)(j) for deliberation of quasi-judicial bodies regarding application and complaints at which information protected by KRS 61.810(k) may be discussed.

Ms. Gilpin recused herself from the discussion regarding 2024PAT0002 complaint.

Ms. Gilpin moves and Ms. Henson seconds to return to open session and the motion carried. Board chair, Ms. Henson, announces time returned to open session at 1:00pm.

The board made a motion to dismiss the complaint of 2024PAT0002 with a remainder to ensure all contact information is updated as needed, seconded by Ms. Hart, and the motion carried.

APPLICATIONS REPORT

The board reviewed the following applications & made the following recommendations:

Ms. Gilpin motioned to approve the application of O.S. with the approval letter sent with conditions. Seconded by Ms. Hart, and the motion carried.

Ms. Gilpin motioned to send a deferral letter to C.R. requesting medical provider information regarding testing accommodations. Seconded by Ms. Henson, and the motion carried.

Ms. Gilpin motioned to send a approval letter to S.C. Seconded by Ms. Hart, and the motion carried.

Applications committee motioned to ratify all applications outside of the meeting, seconded by Ms. Hart, and the motion carried.

Licensed Professional Art Therapist Associate Approved: 4

Licensed Professional Art Therapist Approved: 2

Request to take Board Approved Supervisor Test:

Request to take ATCBE: 1

Reinstatement: 1

Renewal:

Continuing Education: 1

NEXT MEETING

The next meeting is scheduled for 12 p.m. November 12, 2025, hosted by the Department of Professional Licensing.

ADJOURN

Ms. Gilpin motioned to adjourn at 1:04pm. Ms. Henson seconded the motion, and it carried.