The WV Board of Examiners in Counseling held a board meeting on October 18, 2019. The meeting was called to order at 10:20 AM.

**Board Members Present:**
- Guy Gage, Chair
- Regina Burgess, Secretary
- Lisa Westfall
- Anthony Onorato
- Jeff Jones
- Patrick Ward (new member)

**Others Present:**
- Cheryl Henry, Executive Director WV Bd. Of Counseling
- Amber Shawver, Administrative Assistant WV Bd. Of Counseling
- Keith Fisher, Attorney General Representative

**Quorum Established:**
A quorum was established.

**Public Comment:**
No one appeared before the board for public comment.

**Travel:**
Members completed travel expense account settlement forms.

**Approval of Minutes:**
Draft minutes were distributed for review prior to the meeting. A motion was made to dispense with the reading of the following minutes and approve as distributed/printed: March 1, May 3, June 21, August 2, August 16, 2019. (M/S/P: Westfall/Onorato)

**Enter Executive Session:** (M/S/P: Westfall/Jones) 10:22 a.m.

**Complaint Committee:**
Currently Monitored or Pending Cases:

- **Case #03-19** - (Received 9/20/2018) Discussion of assignment of supervisor.
- **Case #05-19** - (Received 2/27/2019) Discussion of possible dismissal.
- **Case #06-19** - (Received 3/1/2019) Discussion of possible charges and consent agreement.
- **Case #08-19** - (Received 4/1/2019) Discussion of possible charges.
- **Case #09-19** - (Received 5/29/2019) Discussion of possible charges and consent agreement.
- **Case #10-19** - (Received 6/5/2019) Discussion of possible dismissal.

Close Out Complaint Cases:

- **Case #11-18** – Discussion to close out case.
- **Case #01-19** - Discussion to close out case.

Possible New Board Initiated Complaints:

1. **Two potential Board initiated complaints** – Discussion of how to proceed.
2. **Altered of potential problem** – Discussion of how to proceed.

Exit Executive Session: (M/S/P: Westfall/Jones) 1:35 p.m.

- **Case #03-19** – (Received 9/20/2018) Board approved assignment of supervisor. Three ALPS will be contacted for possible supervision. (M/S/P: Jones/Onorato)

- **Case #05-19** – (Received 2/27/2019) Board approved dismissal of complaint having found no probable cause. (M/S/P: Westfall/Ward)

- **Case #06-19** – (Received 3/1/2019) Board approved preparation of statement of charges and consent agreement. (M/S/P: Westfall/Onorato)

- **Case #08-19** – (Received 4/1/2019) Board approved preparation of statement of charges. (M/S/P: Westfall/Onorato)

- **Case #09-19** – (Received 5/29/2019) Board approved preparation of statement of charges and consent agreement. (M/S/P: Onorato/Jones)

- **Case #10-19** – (Received 6/5/2019) Board approved dismissal of complaint having found no probable cause. (M/S/P: Jones/Ward)
Case #11-18 – Board approved closing out case as terms of consent agreement have been met. (M/S/P: Jones/Westfall)

Case #01-19 – Board approved closing out case as terms of consent agreement have been met. (M/S/P: Jones/Westfall)

Potential Complaint 1 – Board approved Board initiated complaint. (M/S/P: Onorato/Jones)

Potential Complaint 2 – Board approved a certified letter be sent to individual. (M/S/P: Ward/Burgess)

Potential Problem – Board approved a letter be sent to individual. (M/S/P: Jones/Ward)

Credentialing Committee - The following individuals were approved for licensure:

Licensed Professional Counselor – LPC:
Elisha Baker
Andrea Pammer
Tina Creighton – Endorsement OH
Samara Novak – Endorsement TX
Mitchell Pegg – Endorsement PA
Samantha Riska – Endorsement PA
Kylynn Smith – Endorsement PA

Approved Licensed Professional Supervisors – ALPS:
William Bauer
Heather Pack
Jonathan Pishner
Jeanette Ratcliffe
Sonnee Stanley

Marriage/Family Therapist – MFT:
Kenneth Thevenin – Endorsement UT

A motion was made to accept the above list of LPCs, ALPS & MFT. (M/S/P: Westall/Jones)
Meeting Minutes
FRIDAY, October 18, 2019 @ 10:00 AM – 3:30 PM

Finance Committee:
Purchasing Card Review: Review was completed and approved before meeting for June, July, August and September 2019.

Executive Director’s Report:
30 day Update: Has been meeting with former E.D. Roxanne Clay regularly, has one more meeting scheduled. Working on cleaning up LPC board website and getting filing caught up.
Trainings & Meetings: Will attend Joint Committee on Health meeting 11/18 & 11/19; WV Office of Technology representative will meet with Finance Committee; Rule Making Committee – 4 boards attended regarding waived fees for service members.
PERD Audit: Preparing for upcoming audit.

Old Business:
GRaCe Program: Follow up regarding program being implemented in Lewis County, WV – students are not assistant counselors. Students who took the GRaCE training earned a Recovery Coach certificate as Youth Life coaches.
Annual License Fees (Discount for two-year renewal) – Determined to not be feasible for the Board.
Reciprocity Committee: Tony Onorato, chair, reported that committee is moving forward to implement a shared data base with other states. 14/15 states polled – all different regarding reciprocity. Looking to move toward uniformity in all states. Tele-health/counseling suggesting an origin based system.

Board Appointments:
Letter approving Patrick Ward as MFT representative on the Board was received as well as re-appointment of Lisa Westfall.

Next Board Meeting: Friday, December 13, 2019 (telephonic).

Adjourn
A motion to adjourn was made at 3:30 p.m. (M/S/P: Westfall/Jones)

Respectfully Submitted,

Regina Burgess, MS, CRC, LPC
Secretary