West Virginia Board of Examiners in Counseling Board
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Meeting Minutes
FRIDAY, FEBRUARY 26, 2016

The WV Board of Examiners in Counseling held a board meeting on February 26, 2016. The meeting was called to order at 10:03AM.

Board Members
Present:
Christine Schimmel
Lori Ellison
Marilyn Cassis
Lisa Westfall
Jeff Jones
Beth Wright-Bragg

Others Present:
Roxanne Clay, IED
Kate Campbell, AG Rep

Quorum Established:
A quorum was established.

Public Comment:
No one appeared for public comment.

Approval of Minutes:
Minutes were reviewed for 2015:
August 21, September 15, October 16, December 11

Minutes were reviewed for 2016:
February 9

M/S/P: (Westfall/Cassis)
NC Dental Board vs. FTC:

The WV Legislature has delayed its movement to reconstitute the health professions boards until a study can be conducted. This is based on the reaction NC Dental Board vs. FTC and the finding that you cannot have "active market participants" on boards. Board members and the IED attended a meeting with sponsoring Delegate Howell and reported how their meeting went and that currently there is a hold on moving forward with this bill. Current LPC’s may want to contact their professional development organizations to stay up to date on this issue.

Update on Former ED Retirement & Staffing:

The current Interim Executive Director, RC, presented an update on the calculations of benefits for outgoing ED, JAJ.

A motion was made to settle the issue of retirement for former ED. RC and Kate Campbell will draft a letter certifying the annual and sick leave hours as it relates to retirement.

M/S/P: (Wright-Bragg/Cassis)

2016 Legislative Session Update:

An update was given by IED of the numerous bills that have been introduced and that involves or would have an effect on the board and/or the counseling and m&f therapy professions.

Executive Session:

The Board entered executive session at 12:18PM.
M/S/P: (Schimmel/Westfall)

Case: 02-16
The LPC has been convicted of a felony conviction of distributing a controlled substance to an inmate.

Case: 02-15
The board was asked to approve a change in ALPS for the consent agreement.

Case: 04-12
The board reviewed completion of consent agreement terms.
Exit Executive Session:

The Board exited Executive session at 1:33PM. M/S/P: (Westfall/Cassis)

Case: 02-16

The board voted on probable cause and found two violations. The Board will issue a consent agreement. A motion was made to move forward with a consent agreement to be offered to the respondent. M/S/P: (Schimmel/Wright-Bragg)

Case: 02-15

The board was asked to approve a change in ALPS for the consent agreement. A motion was made to approve. M/S/P: (Schimmel/Wright-Bragg)

The terms of the consent order and agreement included the following: Probation period for one year with an approved LPC supervisor who shall supervise all case work including oversight of documentation of case notes and all related documents relevant to the practice of counseling. In addition to the 35 contact hours of continuing education to renew the LPC license, this LPC is required to complete six hours of board approved continuing education in the area of note taking and LPC shall reimburse the board for legal expenses incurred by the board.

Case: 04-12

The board reviewed completion of consent agreement terms. M/S/P: (Jones/Westfall)

The terms of the consent order and agreement included the following: LPC must complete a three hour graduate class in ethics in addition to the 35 contact hours required for all licensees. The LPC shall be supervised by an approved LPC supervisor for 3 years to develop a well-defined consent form and a written clarification of the LPC's scope of practice.

Travel:

All travel forms were reviewed and approved.

Credentiaing:
Meeting Minutes
FRIDAY, FEBRUARY 26, 2016

The following applicants were presented for approval of their LPC credential:

Sandra Kay Maynard
Ashleigh M. Mills
Jamie M. Cramer
Michelle Cremeans
Bethany Ann Caldwell
Kristin Morton-Samples
Colleen Caldwell-McComas
Danielle Price
Terry W. Vance

One Candidate was presented for MFT credentialing:
Harold Tokle

Two candidates were presented for ALPS credentialing:
James Brian Mosley
Ronald Rielly

A motion was made to approve all new credentials. M/S/P: (Westfall/Cassis)

P-Cards:

P-Cards for the months of September 2015 through January 2016 were reviewed and a motion was made to approve them. M/S/P: (Westfall/Jones)

Incoming ED Report:

Currently there are 913 LPCs, 25 LPCs in Retirement Status, 134 Provisionally Licensed Counselors, 7 LMFTs and one (1) Provisionally Licensed Marriage & Family Therapists.

There are 98 LPCs whose licenses expired on 6/30/2015, however, they are still in the timeframe to reinstate their license. There is one (1) LMFT with an expiration date of 6/30/2014 and is also in the timeframe in which they can still reinstate their license.

The IED provided an update on Board finances. The balance as of February 26, 2016 is $177,389.07. IED asked that we move forward with appointing an official Finance Committee to assist in reviewing budgets. A motion was made to select a committee to serve in this capacity. A discussion was held that
this committee be comprised of Jones and Gage. This committee is charged with meeting in the next 90 days. M/S/P: (Schimmel/Wright-Bragg)

The IED attended the following conferences since the last meeting:
Auditor’s Seminar – Cassis reported how helpful the meeting was to her. She encouraged all board members to attend in the near future. Board Members in attendance of the Dec. 2015 Auditor’s Seminar were Lori Ellison, Marilyn Cassis, Lisa Westfall and Jeff Jones. All Board members are required to attend once during their 5 year term. The next meeting is November 29, 2016.

Purchasing Conference – IED attended and must attend @ 10 hours a year.

AASCB Conference – IED and Chair attended. Both felt it was very helpful. They reported attending many interesting sessions and panels.

The IED reported that the following conferences are upcoming:
NBCC – Funding is open to one staff and one board member. IED was seeking member to attend.

WV Auditor’s Conference – See note above

LPC Audit: 94 LPC 2015 Renewal Applications were audited and approved.

Elections:

A motion was made to reappoint Lori Ellison as Board Chair and Beth Wright-Bragg as Secretary. M/S/P: (Schimmel/Cassis)

Agenda:

A discussion was held regarding whether or not Board agendas should indicate “Old” and “New” Business.

Meeting Adjourned:

The meeting was adjourned at 2:37PM
M/S/P: (Westfall/Cassis)