West Virginia Board of Examiners in Counseling Board
815 Quarrier Street, Suite 212
Charleston, WV 25301
Telephone: (304) 558-5494 Fax: (304) 558-5496

Meeting Minutes
FRIDAY, OCTOBER 20, 2017

The WV Board of Examiners in Counseling held a board meeting on October 20, 2017 at the WV Board of Examiners in Counseling conference room, Charleston, WV. The meeting was called to order at 10:07 AM.

Board Members Present:
Lori Ellison, Chair
Beth Wright Bragg, Secretary (present via telephone for the Complaint Committee portion of the meeting)
Lisa Westfall
Marilyn Cassis
Guy Gage
Jeff Jones
Chris Schimmel - absent

Others Present:
Roxanne Clay, Executive Director
Katherine Campbell, Attorney General Representative

Quorum Established:

A quorum was established.

Public Comment:

Jason Newsome, Ph.D. & LPC attended as a representative of the WV Counseling Association (WVCA) to discuss the WV Code section: 30-31-11. Persons exempted from licensure. Dr. Newsome shared with the Board the WVCA’s position and their request that the standards of licensure should be applied in all settings, e.g. state and federal agencies, and not for profit agencies. The Board concluded that more research and further discussion will need to take place.

Travel - Members completed travel expense account settlement forms

Approval of Minutes –
Minutes for the following meeting were reviewed and approved: June 9, July 10, August 25, and September 22, 2017 (M/S/P: Jones/Cassis)
 Licensee Complaints –

Update on active complaints that are currently being monitored:

Case 02-16: (Jennifer Young entered into a Consent Agreement and Order on 6/1/2016.) As recommended by Ms. Young’s evaluator, the licensee completed a follow up psychological evaluation in which the Board received the report. The evaluator noted significant improvements by the licensee over the last year. Additionally, Ms. Young expressed a desire to continue supervision and the evaluator agreed.

New Complaint case(s):

Case 03-17 (Original Complaint received 03/22/2017: 18-month mark 9/22/2018): The nature of this complaint involves claims of unprofessional conduct by the licensee.

Case 04-17 (Original Complaint received 03/23/2017: 18-month mark 9/23/2018): The nature of this complaint involves claims of breach of confidentiality, unethical practice and false accusations made by the licensee.

Exit Executive session (11:35AM) (M/S/P: Ellison/Gage)

Case 02-16: The terms outlined in Ms. Young’s Consent Order and Agreement ended on September 20, 2017. A motion was made to send a letter to Ms. Young to close the complaint, recognizing her willingness to continue supervision per the evaluator’s report and recommendation. (M/S/P: Cassis/Westfall)

Case 03-17: Board found no probable cause and a motion was made to dismiss case against LPC with no further action required (M/S/P: Cassis/Jones)

Case 04-17: Board found no probable cause and a motion was made to dismiss case against LPC with no further action required (M/S/P: Gage/Westfall)

Credentialing Committee – The following individuals were approved for licensure:
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Licensed Professional Counselors (LPC):
Sandra L. Cox
Kimberly A. Geer
Karla M. Hale
Vanessa S. Landgrave
Kelli A. Nay
Ava L. Roush
Christina R. DeMary – Reciprocity NC
Sarah K. Koster – Reciprocity KY
Shannon R. May – Reciprocity VA
Nichole C. Sakmar – Reciprocity PA

Licensed Marriage and Family Therapist (LMFT):
N/A

Approved Licensed Professional Supervisors (ALPS):
Nancy A. Adkin’s – *State - Ohio
Leah M. Losh – Cabell County

A motion was made to accept the above list LPCs, ALPS, and MFTs. (M/S/P: Jones/Gage)

Discussion took place regarding the release of names and contact information of those approved for licensure to the WVLPCA. The information is considered public information therefore may be provided.

A discussion took place regarding the Supervisor’s Verification and Assessment form (SVA) in which the form will be revised to include a request for additional information relative to ratings of below average or lower, and an attestation will be added to the end of the form to be signed by both the ALPS and supervisee acknowledging they both have reviewed the ratings and recommendations included on the form.

Financial Committee:

P-Cards: Purchasing Card review was completed and approved for May, June, July, August and September 2017. (M/S/P: Gage/Cassis)

YTD Summary of Revenue & Expenditure
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Finance committee reviewed the YTD summary report and reported out the Ending Cash balance of 10/19/2017 is $266,887 (includes revenue from the LPC license renewal ending 6.30.2017).

Distance Counseling Ad-Hoc Committee:

A discussion was led by M. Cassis regarding AMFTRB’s and AAMFT’s efforts in establishing and adopting guidelines for the delivery of therapy services via Telehealth. She noted that guidelines are being established on a national level and reported to the Board that the committee will continue to track those efforts made by AASCB, NBCC, ACA and AMFTRB.

AMFTRB Conference update:

M. Cassis continued the discussion of AMFTRB by providing an update of her attendance to the annual AMFTRB meeting. This was the first year a WVBEC representative attended this annual meeting in which Regulatory Trends, Teletherapy and The Credential Engine were among the topics covered at the meeting.

Old Business

A. Temporary Permit – title

ED reported to the Board the title for the permittee will be “Temporary Permit Counselor”, and “Temporary Permit Marriage and Family Therapist”.

B. WV Code 30-31-11 Persons Exempt from licensure

More research and further discussion will need to take place on this section of the WV Code.

New Business

A. Inactive Status

The ED shared with the Board a few requests received for “Inactive Status”. Discussion took place that the LPC-Retirement Status currently serves as a form of “inactive status” for the licensee, however, requires the completion of continuing education. In order to add this status, a rule change would be required. The Board concluded more research and information will be needed in order to determine if an “inactive” status is warranted.
B. Endorsement licensure for Counselor Educators

Discussion took place regarding endorsement licensure for the applicant that works in a Counselor Educator position. Current language in the WVBE rules requires the endorsement applicant to have “actively practiced mental health counseling as a licensed professional counselor by maintaining an ongoing caseload for at least five of the last seven years in another jurisdiction, immediately preceding application”. The Board hopes to gain more information at the AASCB conference in which this topic will be discussed.

C. Questions from CACREP-ACES Competency Based Education Task Force

Discussion took place regarding the questions included in the survey from CACREP-ACES. ED will respond to the questions with the answers provided by the Board.

D. Highmark

The ED was asked to share a letter an LPC recently received from Highmark. Discussion took place by the Board.

Executive Director Report

Licensee Update –

LPC: 902 current
LPC-Retirement Status: 43
Provisionally Licensed Counselor: 124
LMFT: 6
Provisionally Licensed Marriage & Family Therapists: 2
ALPS: 230

- Note regarding LPC – Retirement Status. ED reported out to the Board, the application and renewal fee for the LPC – Retirement Status is $72.50, effective July 1, 2017. This renewal will remain on a biennial basis.
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Trainings & Conferences –

Attended:

- 2017 NBCC/CCE State Licensure Board’s meeting on August 9-11, 2017 – attended by L. Ellison, and R. Clay, ED.

- WV State Purchasing Division on August 23-25, 2017 – ED attended and completed 8 of 10 required hours in purchasing training.

- AMFTRB Annual Meeting on October 2-4, 2017 attended by M. Cassis, LMFT Board representative.

Upcoming:

- 2017 WVCA Fall Conference, Sutton, WV. - L. Ellison, C. Schimmel and R. Clay will present at the conference and give an overview of the 2017 Legislative Rule changes.

- CSI Chapter at MU – R. Clay will give a presentation on the steps for application and licensure to MA Counseling students at MU at the Huntington campus.

- 2017 Required Annual Auditor’s Seminar for Chapter 30 Boards will be held on November 29, 2017 in Charleston - L. Ellison and R. Clay are registered to attend.

- 2018 AASCB Conference will take place in January 2018 in San Antonio, TX. L. Ellison, Board Chair and R. Clay, ED will be attending.

- FARB Conference will be held on January 25-28, 2018. The ED reported to the Board the FARB training will be a beneficial conference for the Board to attend and would like to participate in 2019.

- Required Annual Purchasing Card Coordinator Training – the formal training typically offered annually has been canceled, therefore, the online training will be completed by R. Clay ED and A. Shawver, Administrative Assistant.

- CLEAR – NCIT Investigator training - ED will reach out to the Association of WV Licensing Boards to determine the number of other Boards that are interested sending participants to complete
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the Investigator’s training in Charleston, WV. ED will keep the Board updated and work with Finance Committee on estimated costs.

- CLEAR Conference – M. Cassis reported the fall 2018 AMFTRB meeting will be held back to back with the 2018 CLEAR conference.

Board Appointments:

Lisa Westfall’s appointment will expire on 6/30/2018 and she is eligible to be re-appointed. Lisa reported to the Board she is willing to serve an additional term. ED will send letter to the Governor’s office requesting her reappointment.

Chris Schimmel’s appointment will expire on 6/30/2018. She is completing her second full term and is not eligible to be re-appointed. Further discussion regarding this seat will take place at the next formal Board meeting.

Adjourn

A motion to adjourn was made at 3:05PM. (M/S/P: Cassis/Westfall)

Respectfully Submitted,

Roxanne Clay, MA – Executive Director