

**West Virginia Board of Examiners in Counseling  
Minutes  
July 24, 2009**

Time and Place: The West Virginia Board of Examiners in counseling met July 24, 2009 at Marshall University Graduate College's South Charleston campus.

Board Members present: Deb Frost, Chair  
Chris Schimmel, Secretary  
Donna Evans, Board Member  
Adrienne Biesemeyer, Board Member  
Marilyn Cassis, Board Member

Others Present: John Charonko – Previous Board member  
Jean Ann Johnson-Executive Director  
Roxanne Clay-Assistant to the Executive Director

Quorum Established: Meeting called to order at 9:47am. A quorum was established.

Introduction of New Board Member: Marilyn Cassis introduced herself and shared her professional background and history.

Approval of Minutes: Minutes were reviewed for May 22, 2009 WVBE meeting. Suggested revisions were made. Minutes were approved. M/S/P (Evans/Frost)

Travel Forms: Travel forms were distributed and signed.

P-Card Approval: Having examined the P-Card records for May and June 2009. The board approved all purchased. M/S/P (Biesemeyer/Schimmel).

Credentialing: The credentialing Committee recommended 11 applicants for licensure. The Board approved new licenses for:

Margaret W. Griffiths  
Lynette Hawrot  
Curtis R. Hull  
Marla Keirsten Hull  
Toni R. Jones  
Michelle L. Lilly  
Jennifer Lynn Pickett  
Kimberly Anne Rause  
Sonia Rehman  
Derek T. Snyder  
Michael Edward Vincent  
William P. Welker  
M/S/P (Frost/Cassis)

20/1 Supervision Post Supervision Completion: Jean Ann Johnson explained the extra expense incurred by applicants who must remain under supervision until the next board meeting even though they have completed all requirements for licensure. Options considered were to simply allow these applicants to submit a less cumbersome form indicating the required number or hours in addition

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to engaging in more frequent board meetings via telephone to move forward with licensing applicants prior to scheduled quarterly board meetings. Motion was made to approve this. M/S/P (Cassis/Evans)

### Professional/Personal

#### Recommendation Forms:

At times, the credentialing committee has felt it would be important to share information from the application packet with an applicant's ALPS. However, the credentialing committee has felt that it would only be fair to inform applicants that information submitted to the board on professional and personal recommendations may be shared with their licensure supervisor. It was recommended that all applicants sign a release by way of the application so that they know information from either the professional or personal recommendation may be shared with their ALPS. M/S/P (Frost/Cassis)

### Executive Director's

#### Report:

Current balance is \$114, 307.42 as of July 23, 2009. It was again noted that renewals will begin to come into the board within the next 6 months and will create additional revenue for the board.

Financial records for April and May were reviewed and approved. M/S/P (Biesemeyer/Evans)

### Enter Executive Session:

Motion made to enter executive session M/S/P (Schimmel/Evans). The board entered executive session at 10:34am.

### Exit Executive Session:

Motion made to exit executive session M/S/P (Evan/Charonko). The board exited executive session at 12:00pm.

### Complaint #01-09:

Recommendations were made to applicant about how to proceed with securing a drug screening and securing employment.

### Complaint #05-09:

Complainant has not signed his consent agreement and no resolution has been reached other than he has not applied for licensure renewal. He is currently not licensed in WV.

### Complaint #08-07:

Board requested a letter from the therapist indicating whether or not he feels this person is suitable to continue a career in professional counseling.

### Complaint #06-09

Chris Schimmel reviewed complaint. It was decided that the main problem lies in lack of informed consent. Recommendation is that LPC receive, along with dismissal order, a letter outlining the issues that she failed to address in terms of informed consent. Additionally, should the LPC intend to pursue conducting marriage and family counseling, she would need to pursue further training. M/S/P (Evans/Cassis)

ED brought the issue of an applicant who has been under probationary status in another state. ED encouraged board to consider licensing under probationary in WV as well. Board, at this time, decided to not license applicant under probationary status. M/S/P (Frost/Evans)

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Exit Executive Session: 11:50am

Fees Rule: Three responses to the posted change in fees were received. ED read the three comments. One suggestion was made to amend the proposed rule which currently requires 40 contact hours every two years to offset the fee increase. A motion was made to change the rule requiring 40 contact hours every two years to 35 hours every two years. M/S/P (Schimmel/Cassis)

Title 27, Series 9: Both AAMFT and WVMFT disagree w/ the application fee as proposed under the current rule proposal. A motion was made to establish an application fee of \$200 for all new applicants both LPCs and MFTs. M/S/P (Biesemeyer/Evans)

Series 3, Series 10: AAMFT and WVMFT did not like the proposed renewal dates for the MFT. A motion was made to amend the proposed rule to read that MFTs will renew their licenses June 30 of every even numbered year. M/S/P (Frost/Biesemeyer)

A discussion about the definition of “continuing professional education” for MFTs vs. LPCs occurred. It was decided that, at this time, the proposal as it is written will go forward.

A discussion occurred about requiring MFTs to obtain a set number of hours in multicultural education as a part of their continuing education. A motion was made to mandate 1 hour of multicultural continuing education training to the required 35 hours of continuing education requirements. No second was provided. The suggestion was made to encourage all providers of ethics trainings in the state of WV to include a section on multicultural issues and issues of diversity in their trainings.

Series 8: Marriage and Family licensing rule AAMFT suggested changes and revisions. Motion was made to accept all changes, revisions, clarifications. M/S/P (Frost/Evans)

Elections: A motion was made on a slate of officers for next year. Deb Frost was nominated for Chairperson. Chris Schimmel was nominated for secretary. M/S/P (Evans/Biesemeyer)

Adjourn: 3:45pm M/S/P (Schimmel/Evans)

Respectfully submitted,

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Christine Schimmel, Secretary