



Mississippi State Board of Examiners For Licensed Professional Counselors

Minutes of Special Called Teleconference Meeting April 3, 2013

Board Members Present by Teleconference:

Dr. Glenn Waller, Chair
Dr. Walter Frazier
Dr. Lela Weems

Others Present by Teleconference:

Ms. LeeAnn Mordecai, Executive Director
Ms. Alice Gorman, Cornerstone Consulting (joined at 1:15 p.m.)
Ms. Denise DeRossette, Cornerstone Consulting (joined at 1:15 p.m.)

Legal Counsel Present at Physical Location:

Ms. Margarette Meeks, Attorney General's Office

Call to Order

The special called teleconference meeting of the Mississippi State Board of Examiners for Licensed Professional Counselors was called to order by Board Chair, Glenn Waller at 12:00 p.m. Roll call of the board members was taken and all were present except for Dr. Kenisha Gordon. The physical location for the meeting was the 12th Floor; Walter Sellers Building, Jackson, Mississippi.

Board Operations

A. Bills approved for payment

The Board reviewed items submitted for payment. Motion by Frazier, seconded by Weems, and unanimously passed, to approve payment of \$650 to Budget Office Supply.

Motion by Weems, seconded by Frazier, and unanimously passed, to approve payment of \$100 to applicant who sent in check and application and not ready to apply for licensure.

B. Office Furniture

Motion by Frazier, seconded by Weems, and unanimously passed to authorize Board Chair, G. Waller, to sign purchase orders to purchase furniture for LPC Board office at Robert E. Lee Building upon approval and signature of SB 2883 by Governor as per estimate by Executive Director at the March 27, 2013, meeting in the amount of \$12,700.

C. Office Supplies

After discussion and amendment, motion by Frazier, seconded by Weems, and unanimously passed to authorize purchase orders to be signed by Board Chair for the purpose of office supplies and to set limit of \$4000 to purchase office supplies for LPC Board office.

The Board tabled the discussion of application for procurement card through Department of Finance and Administration until April 26 meeting.

After discussion and amendment, motion by Weems, seconded by Frazier, and passed to allow Executive Director to be purchasing agent for LPC Board through Department of Finance and Administration procurement office for payment of office supplies, and the Board will take necessary steps to process paperwork authorizing Executive Director to purchase office supplies according to State purchasing policies up to the established \$4000 limit.

Motion by Frazier, seconded by Weems, and unanimously passed to rescind prior two motions.

After discussion, a new motion by Frazier, seconded by Weems, and unanimously passed to allow Executive Director to purchase office supplies with spending authority up to \$4000 to include commodities (supplies) and contractual (postage).

D. Payment Voucher

Motion by Frazier, seconded by Waller, and unanimously passed to authorize Board Chair to sign travel voucher in the amount of \$279.75 to Lela Weems.

Next meeting

The next regular quarterly meeting of the LPC Board is to be April 26, 2013, at 09:00, Room 138 North, Woolfolk Building, 501 North West Street, Jackson, Mississippi.

Adjournment

All of the Board business was finished and a motion made by Weems, seconded by Frazier and unanimously passed to adjourn. The meeting was adjourned at 1:45 p.m.

Approved this the 27th day of April, 2013.

_____/s/_____
Glenn Waller, Chair

_____/s/_____
Lela Weems, Vice Chair

_____/s/_____
Kenisha Gordon, Secretary-Treasurer

_____/s/_____
Walter Frazier