

Minutes

Mississippi State Board of Examiners for Licensed Professional Counselors
November 30, 2012
Room 138 Woolfolk Building
501 N. West Street, Jackson, Mississippi

Board Members Present:

Lela Weems, Chair
Glenn Waller, Vice Chair
Kenisha Gordon
Walter Frazier

Legal Counsel Present:

Margarette Meeks, Attorney General's Office

Others Present:

Ann Cox, Executive Director
Joyce Frazier, AC Management Staff

Call to Order

The special called meeting of the Mississippi State Board of Examiners for Licensed Professional Counselors ("Board") was called to order at 1:30 p.m. by Board Chair Lela Weems.

Motion by Frazier, seconded by Weems, and unanimously passed, to table the approval of the minutes from the previous meeting.

Board Operations

Legal counsel will provide information on prospective office space at a later date. Motion by Waller, seconded by Frazier and unanimously passed, for legal counsel to prepare listing of job functions from sample executive director job descriptions and email to Waller who will draft job description for the Board's executive director position. Frazier designated to present listing of bookkeeping firms with references, fee range and services provided for the Board's consideration.

The Board reviewed items submitted for payment. Motion by Waller, seconded by Frazier and unanimously passed, to approve payment of \$887.50 to Darvis Gallaher for investigative services relating to a complaint before the Board. Motion by Waller, seconded by Frazier and unanimously passed, Board approved payment vouchers to MCA Convention for executive director and board members. Motion by Waller, seconded by Frazier and unanimously passed, the Board tabled voucher for payment of advertisement for AASCB Convention.

Executive Session

Upon motion by Frazier, seconded by Gordon and unanimously passed, the meeting was closed for a determination of the necessity for an executive session. While in closed meeting, a motion was made by Frazier, seconded by Gordon and unanimously passed to go into executive session to discuss job performance of persons in specific positions.

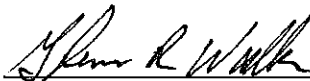
Upon the completion of the business of the executive session, a motion was made by Gordon, seconded by Frazier and unanimously passed, to return to open session.

Actions of the Board while in executive session were the following:

1. Motion by Frazier, seconded by Waller and unanimously passed, to terminate for convenience the contract with Ann Cox, of AC Management, effective February 8, 2013. Notification letter to be drafted by legal counsel and signed by Board chair for and on behalf of the Board. Information on surrendering the Board property will be provided to Ms. Cox at a later date.
2. Motion by Frazier, seconded by Waller and unanimously passed, to rescind the offer of a three-month contract with Ms. Cox.
3. Motion by Waller, seconded by Frazier and unanimously passed, to rescind the offer of a three-month contract with Joyce Frazier.
4. Motion by Waller, seconded by Frazier and unanimously passed, to terminate contract with John Williams for failure to perform scope of services pursuant to contract, including but not limited to contract provisions 3(a), (g) and (i). Effective date of termination is December 12, 2012. Notification letter to be signed by Board chair for and on behalf of the Board.
5. Motion by Gordon, seconded by Waller and unanimously passed, to terminate contract with Debbie Fyke effective February 8, 2013. Notification letter will be signed by the Board chair for and on behalf of the Board. Information on surrender of Board property will be provided at a later date.


The meeting was recessed until December 12, 2012 at 2:00 p.m.

Approved this the 26 day of January, 2013.

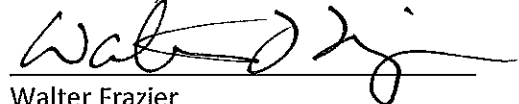


Glenn Waller, Chair

Kenisha Gordon, Secretary-Treasurer



Lela Weems, Vice-Chair



Walter Frazier