

LPC Board Meeting Minutes

January 25-26, 2013

Call to Order:

The Mississippi State Board of Examiners for Licensed Professional Counselors held its quarterly meeting beginning on January 25, 2013 at RM 138 North Woolfolk Building, 501 North West Street, Jackson, MS.

Dr. Lela Weems, Board Chair, opened the meeting at approximately

Members present were: Dr. Lela Weems, Chair, Dr. Glenn Waller, Dr. Walter Frazier, and Ms Ann Cox, Executive Director. Ms Margarette Meeks, Board Attorney was also present. Dr. Kenisha Gordon was absent. Guests attending the meeting were Denise DeRossette and Alice Gorman with Cornerstone Consulting Services, Inc.

Denise DeRossette and Alice Gorman reported to the Board the present financial status of the Board. Also, they made a recommendation for the upcoming Budget request to the Legislature.

Other reports regarding Board Operations were presented by Cornerstone Consulting Services, Inc.

Upon a motion by G. Waller and seconded by W. Frazier, the Board unanimously voted to approved funds in the amount of \$285.99 to pay Glenn Waller travel voucher.

Upon a motion by W. Frazier and seconded by G. Waller, the Board unanimously voted to authorize Lela Weems to post the new office mailing address on the LPC Board website and authorize Cornerstone Consulting Services, Inc. to submit a change of address to the U. S. Postal service requesting that the Yazoo City mailing address be changed to the new mailing address, P O Box 1668, Jackson, MS 39215 and begin forwarding mail as of January 28, 2013.

A motion to change the letterhead and Board Stationary to the new address was tabled until more information is received.

A motion to order furniture for the new office was tabled until more information is received.

Upon a motion by W. Frazier and seconded by G. Waller, the Board unanimously voted to negotiate a contract with scope of services to mirror bookkeeping and accounting services as performed by the Board's previous bookkeeper with Cornerstone Consulting Services, Inc.

Upon a motion by W. Frazier and seconded by G. Waller, the Board unanimously voted to buy a lockable file cabinet that will contain such items such as executive session minutes, resumes, personnel files and other records within the Board's authority.

Upon a motion by W. Frazier and seconded by G. Waller, the Board unanimously voted to recess the meeting at 11:55am.

The meeting reconvened at 1:05p.

Executive Session

Upon motion by W. Frazier, the Board unanimously voted to go into a closed determination session to establish the need for an Executive Session.

In the determination session, a motion was made by W. Frazier and seconded by G. Waller that the Board enter into executive session for the purpose namely: to discuss and approve applications for licensure and Board Qualified Supervisor; said documents are exempt from public access because they are considered confidential and the discussion about them could lead to prospective litigation.

The Board reopened the meeting to the public and announced the aforesaid reason for entering into Executive Session. The Board entered Executive Session at 1:15p.

Upon a motion by G. Waller and seconded by W. Frazier, the Board unanimously voted to recess the executive session at 6:55p until the following day, January 26, 2013.

Meeting resumed at 9:25 a.m. on January 26, 2013 at 550 High Street, Walter Sillers Building 12th Floor, Jackson, MS.

Upon unanimous vote, the board reopened the meeting to the public and announced the aforesaid reasons as the Board's purpose for entering into Executive Session.

Upon conclusion of the business in executive session, a motion was made by G. Waller and seconded by W. Frazier for the Board to come out of executive session. The motion passed by the Board members. The Board resumed in open session at 10:24am by announcing the above described action and votes taken in Executive Session.

The following was recorded as action taken during executive session:

Applications

The motion was made by G. Waller and seconded by W. Frazier to **approve these 17 applicants for licensure**. The motion passed unanimously. These individuals were:

Bishop-Lowe, Persephone
Brown, Linda F.
Bullock, Tenicia
Celoria, Wendy
Cessna, Sundra M.
Cole, Lakesha Renae
Frelix, Brenda F.
Hall, Robin Vernice B.
Hanna, Ellen
Layson, Courtney G.
Lewis, Andrea Pachte
McPherson, Meagan
Miller, Sara M.
Preston, Amy.
Richardson, Jessica Leigh
Rishel, Theodore John
Turner, Amy

The motion was made by G. Waller and seconded by W. Frazier to **approve 15 new applications for candidacy**. The motion passed. These individuals were:

Anderson, Erika X.
Austin, Kimberly
Brumfield, Erica A.
Carpenter, David
Gill-McGee, Ayanna
Jeffries, R. Allison
McGowan, Maureen
Mersdorf, Michelle
Meteer, Cathy
Reekie, David
Rush, Joyce
Shumaker, Michael Garrett
Smithey, Brooke
Wagenaar-Smith, Liz
Wright, Tuchella

A motion was made by W. Frazier and seconded by G. Waller to approve **these 8 applications for Board Qualified Supervisor**. The motion passed unanimously. These individuals were:

Benjamin, Phyllis
Brown, Emily C.
Bruff, Sandra
Cole, Dwon
Gauthier, Mona
Rosamond, Donna R.
Robertson, Cynthia
Waits, Ellen

A motion was made by G. Waller and seconded by W. Frazier to **hold pending these 8 application for licensure**. The motion passed unanimously. These individual were:

Barefoot, Donna
Carter, Jaqueline
Eaton, Stewart
McMurry, Megan
Piercy, Ben
Rickman, Mica
Thornton, Kenisha
Wade, Thornton

A motion was made by G. Waller and seconded by W. Frazier to **hold pending these 5 applications for candidacy**. The motion passed unanimously. These individuals were:

Hintz, Courtney
Kuykendall, Anna
McGee, Rochelle
Scruggs, Theresa
White-Jones, Beverly

A motion was made by G. Waller and seconded by W. Frazier to **hold pending this 3 applications for Board Qualified Supervisor**. The motion passed unanimously. These individuals were:

Halbert, Linda
Pathenos, Corby
Perkins, Tonya

A motion was made by G. Waller and seconded by W. Frazier to **deny 1 application for LPC**. The motion passed unanimously. This individual was:

Moore, La'Shicka

Having resumed open session, the following business was recorded:

W. Frazier, reporting for the Sub-Committee assigned to update the Supervisory Agreement Form, presented updated form to the Board. Upon a motion by W. Frazier and seconded by G. Waller, the Board unanimously voted to approve the new Supervisory Agreement form.

Upon a motion by L. Weems and seconded by W. Frazier, the Board unanimously voted to authorize Margarete Meeks, Board Attorney, negotiate a contract with Mississippi Van Company for moving the office from Yazoo City to Jackson, to include temporary storage of office items, and then to email the contract to the Board members for approval.

Elections for Officers were held for Chair, Vice-Chair and Secretary. Upon a motion by G. Waller and seconded by W. Frazier, the Board unanimously voted to approve the following elected officers:

Chair – Glenn Waller

Vice-Chair – Lela Weems

Secretary – Kenisha Gordon

Executive Session

Upon motion by W. Frazier, the Board unanimously voted to go into a closed determination session to establish the need for an Executive Session.

In the determination session, a motion was made by W. Frazier and seconded by L. Weems and passed unanimously by the Board that the Board enter into executive session for the purpose namely: to review applications for the opening of Executive Director of the Board and to discuss disciplinary actions and complaints; said documents are exempt from public access because they are considered confidential and the discussion about them could lead to prospective litigation and to conduct investigative proceedings regarding allegations of misconduct or violation of law in Complaints.

The Board reopened the meeting to the public and announced the aforesaid reason for entering into Executive Session. The Board entered Executive Session at 12:25p.

Upon conclusion of the business in executive session, a motion was made by W. Frazier and seconded by L. Weems for the Board to come out of executive session. The motion passed by the Board members. The Board resumed in open session at 3:25p by announcing the above described action and votes taken in Executive Session.

The following was recorded as action taken during executive session:

Complaints were reviewed.

Upon a motion by L. Weems and seconded by W; Frazier, the Board unanimously voted and approved:

- a salary range for the new Executive Director
- a selection of nine (9) candidates to be interviewed
- specific information to be provided to interviewees upon offer of interview

Having resumed open session, the following business was recorded:

Upon a motion by L. Weems and seconded by W; Frazier, the Board unanimously voted to approve the minutes from the November 7-9, 2012 meeting.

Upon a motion by W. Frazier and seconded by L. Weems, the Board unanimously voted to approve the minutes from the November 30, 2012 meeting.

Upon a motion by W. Frazier and seconded by L. Weems, the Board unanimously voted to approve the minutes from the December 12, 2012 meeting.

Upon a motion by L. Weems and seconded by W; Frazier, the Board unanimously voted to approve the minutes from the December 21, 2012 meeting.

Upon a motion by W. Frazier and seconded by L. Weems, the Board unanimously voted to approve the minutes from the January 15, 2013 meeting.

All above minutes were approved and signed.

Executive Session

Upon motion by W. Frazier, the Board unanimously voted to go into a closed determination session to establish the need for an Executive Session.

In the determination session, a motion was made by W. Frazier and seconded by L. Weems and passed unanimously by the Board that the Board enter into executive session for the purpose of discussing potential litigation, stated business is exempt from public access because it is considered confidential and the discussion about it could lead to prospective.

The Board reopened the meeting to the public and announced the aforesaid reason for entering into Executive Session. The Board entered Executive Session.

Upon conclusion of the business in executive session, a motion was made by W. Frazier and seconded by L. Weems for the Board to come out of executive session. The motion passed by the Board members. The Board resumed in open session by announcing that no Board action was taken while in this Executive Session.

Next Meeting:

A Special Called Meeting will be held on February 16, 2013 at 8a. at 550 High Street, Walter Sillers Building 12th Floor, Jackson, MS to discuss Board Operations.

Adjourn:

All of the Board business was finished and a motion made by W. Frazier and seconded by L. Weems to adjourn. The motion passed unanimously, and the meeting adjourned at approximately 4:56p.on Saturday, January 26, 2013.

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