

MINUTES

Mississippi State Board of Examiners for Licensed Professional Counselors
Special Called Board Meeting
Suite 402; Robert E Lee Building
239 North Lamar Street; Jackson, Mississippi
March 27, 2014

Board Members Present:

Dr. Glenn Waller Chair
Dr. Walter Frazier, Vice-Chair
Dr. Juawice McCormick

Others Present:

LeeAnn Mordecai, Executive Director
Alice Gorman, Cornerstone Consulting, Inc.
Bill Rosamond, Attorney General's office

Board Members Absent:

Dr. Susan Carmichael

I. Call to Order

The Special Called Board Meeting of the Mississippi State Board of Examiners for Licensed Professional Counselors ("Board"), held in the Board office at Suite 402 of the Robert E. Lee Building located at 239 North Lamar Street in Jackson, Mississippi, was called to order at 9:17 a.m. by Dr. Glenn Waller, Chair ("Chair"). The purpose of the special called meeting was to review of Rules and Regulations, minutes, licensure applications, financial management, and complaints. A roll call of members was taken and a quorum was present.

II. Board Operations

A. Financial Management

1. Financial Report

The Board reviewed the financial report submitted by Cornerstone Consulting, Inc. which included the comparative/variance budget for February 2014.

2. Outstanding Invoices for Payment

The Board reviewed outstanding invoices submitted for payment by Cornerstone Consulting, Inc., in the "Outstanding Invoices for Payment" Report. Upon motion by Frazier, seconded by McCormick, the Board unanimously agreed to authorize payment of the five invoices listed in the

amount of Seven Thousand, Five Hundred, Fifty-Six Dollars, and Twenty-five Cents (\$7556.25), and to authorize Executive Director to sign on behalf of the Board.

The Board reviewed routine expenditures that have been paid according to the Financial Policy of the Board in the "Routine Expenditures" report for fiscal year 2014.

3. Temporary Staffing Services

Upon motion by Frazier, seconded by McCormick, the Board unanimously agreed to establish open purchase order in the amount up to Twenty-five dollars (\$25.00) with TempStaff to provide temporary staffing service in the event of need.

The Chair called a recess at approximately 10:00 a.m. The Chair called the meeting back to order at approximately 10:12 a.m.

4. License Renewal Fee

Tabled until later in the day pending information from Cornerstone Consulting, Inc.

B. Minutes Approval

Upon motion by Frazier, seconded by McCormick, the Board unanimously agreed to approve minutes for the February 27, 2014; March 4, 2014; and March 17, 2014 meetings as written without amendment.

III. Executive Session

Upon motion by McCormick, seconded by Frazier, and unanimously passed, the meeting was closed for a determination of the necessity for an executive session. While in closed session, a motion was made by Frazier, seconded by McCormick, and unanimously passed to go into executive session at 11:10 a.m. for the purpose of reviewing applications.

The Chair called a recess for lunch at approximately 11:55 a.m. The Chair reconvened the Executive Session at approximately 1:05 p.m.

Upon conclusion of the business of the executive session, motion by McCormick, seconded by Frazier, and unanimously passed, the Board returned to open session at 4:11p.m.

Upon return to open session, the following was announced as action taken while in executive session.

Upon motion by McCormick, seconded by Frazier and unanimously passed, the Board reported out the following list of approved and continued review applications.

Continued Review Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Reysen, Rebekah Holmes	Continued Review	W Frazier	2	0
Cerula, Stephanie	Approved		3	0
Continued Review or Denied Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Boyd, Laurel Bonita	Approved		3	0
BOARD REQUEST	BOARD DECISION	ABSTENTION	YAYS	NAYS
Thompson, Kambria	Approved		3	0
Jefferson, Shareka	Continued Review		3	0
Etheridge, Shantale	Approved		3	0
BQS	BOARD DECISION	ABSTENTION	YAYS	NAYS
Monroe, Brenda J.	Continued Review		3	0
Cox, Susan	Approved		3	0
Wells-Daniels, Kizzie	Approved		3	0
Snow, Marilyn S.	Continued Review	G Waller	2	0
Michael, Anthony	Approved		3	0
New Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Dickson, Kathryn	Continued Review	W Frazier	2	0
Stewart, Tiffany S	Continued Review	J McCormick	2	0
Jones, Kristen	Continued Review		3	0
Kirk, Robert E.	Approved		3	0
Medders, Jennifer H.	Approved		3	0
Simonson, Nicolette Alizadeh	Continued Review	W Frazier	2	0
Kahan, Karin Perry	Continued Review	W Frazier	2	0
Pickens, Bryon Christopher	Approved		3	0
Nicholson, Cameron Nicole	Approved		3	0
Blackmon, Shonda Monique	Continued Review	W Frazier	2	0
Adams, Amanda K.	Continued Review		3	0
Smith, Jennifer M.	Continued Review		3	0

New Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Ervin, Bryan K.	Continued Review	W Frazier	2	0
Lampley, Jacqueline	Approved		3	0
Clapton, Megan Sones	Continued Review	W Frazier	2	0

IV. Adjournment

Upon motion by Frazier, seconded by McCormick, and unanimously passed, the Board agreed to adjourn the meeting at 5:04 p.m.

Approved this the 23rd day of April, 2014.

_____/s/_____

Glenn Waller, Chair

_____/s/_____

Board Member

MINUTES

Mississippi State Board of Examiners for Licensed Professional Counselors
Special Called Board Meeting
Room 138 North; Woolfolk Building
501 North West Street; Jackson, Mississippi
March 28, 2014

Board Members Present:

Dr. Glenn Waller Chair
Dr. Walter Frazier, Vice-Chair
Dr. Juawice McCormick
Dr. Susan Carmichael

Others Present:

LeeAnn Mordecai, Executive Director
Bill Rosamond, Attorney General's office
Leyser Q. Hayes, Attorney General's office

I. Call to Order

The Regular Board Meeting of the Mississippi State Board of Examiners for Licensed Professional Counselors ("Board"), held in Room 138 North of the Woolfolk Building located at 501 North West Street in Jackson, Mississippi, was called to order at 9:12 a.m. by Dr. Glenn Waller, Chair ("Chair"). A roll call of members was taken and a quorum was present.

II. Executive Session

Upon motion by Frazier, seconded by McCormick, and unanimously passed, the meeting was closed for a determination of the necessity for an executive session. While in closed session, a motion was made by Frazier, seconded by McCormick, and unanimously passed to go into executive session due to issues pertaining to license applications.

Upon conclusion of the business of the executive session, motion by Frazier, seconded by McCormick, and unanimously passed, the Board returned to open session at 9:20 a.m.

Upon return to open session, the following was announced as action taken while in executive session.

Upon motion by McCormick, seconded by Frazier and unanimously passed, the Board reported out the following list of approved applications.

Continued Review Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Reysen, Rebekah Holmes	Approved	W Frazier	3	0
BQS	BOARD DECISION	ABSTENTION	YAYS	NAYS
Snow, Marilyn S.	Approved	G Waller	3	0
New Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Dickson, Kathryn	Approved	W Frazier	3	0
Stewart, Tiffany S	Approved	J McCormick	3	0
Simonson, Nicolette Alizadeh	Approved	W Frazier	3	0
Kahan, Karin Perry	Approved	W Frazier	3	0
Blackmon, Shonda Monique	Approved	W Frazier	3	0
New Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Ervin, Bryan K.	Approved	W Frazier	3	0
Clapton, Megan Sones	Approved	W Frazier	3	0

The Chair called a recess at approximately 9:22 a.m.

The Chair reconvened the meeting at approximately 9:27 a.m. and turned the proceedings over to hearing officer, Leyser Q. Hayes.

III. Hearing – In the Matter of Sandra Kelley Shoulders

Closed Determination/Executive Session

After the Board had received testimonial and documentary evidence in this matter, a motion was made by Dr. Juawice McCormick, with a second by Dr. Susan Carmichael that the Board go into a closed determination session to establish the need for an Executive Session. Dr. Frazier recused himself from the consideration and deliberation in this matter and, therefore, did not cast a vote regarding the closed determination session. The motion to go into a closed determination session was passed unanimously by the remaining Board members present at the hearing.

In the closed determination session, Dr. Juawice McCormick moved, seconded by Dr. Susan Carmichael that the Board had a reason to go into Executive Session, namely for the purpose of deliberating and considering the qualifications of Sandra Kelley Shoulders for licensure, a subject which could lead to an appeal of the Board's decision or litigation against the Board. The motion carried with the following members voting for: Dr. Glenn Waller, Dr. Susan Carmichael and Dr. Juawice McCormick.

The Board announced to the public the aforesaid reason as the Board's purpose for entering into executive session.

Executive Session

Within the Executive Session, the Board took the following action:

A motion was made by Dr. Susan Carmichael with a second by Dr. Juawice McCormick to deny Sandra Kelley Shoulders her license because: 1) she could only furnish 48 semester hours in professional counseling, 2) she did not have the 100 individual face to face supervision hours required and 3) her supervised hours were not notarized, sealed in an envelope, and signed across the envelope's seal by each supervisor. The Applicant did not qualify for a license pursuant to Section 73-30-9 (f), Miss. Code Ann. (1972) as amended and she failed to demonstrate that she qualified for licensure because she was military trained personnel within the meaning of Section 73-50-1, Miss. Code Ann. (1972) as amended. The Board also found that they did not have a reciprocal agreement with the state of Texas in accordance with Section 73-30-15, Miss. Code Ann. (1972) as amended. The vote was as follows: Aye-Dr. Glenn Waller, Aye-Dr. Susan Carmichael and Aye –Dr. Juawice McCormick.

Upon the conclusion of the Executive Session, the Board voted, upon motion made by Dr. Juawice McCormick and seconded by Dr. Susan Carmichael to come out of Executive Session. The Board resumed in open meeting by announcing the above described actions and votes taken in Executive Session. Dr. Walter Frazier recused himself from the consideration and deliberation in this matter and, therefore, did not cast a vote on the motion. The motion was passed by the remaining Board members.

IV. Hearing – In the Matter of Karen Sims

Closed Determination/Executive Session

After the Board had received testimonial and documentary evidence in this matter, a motion was made by Dr. Walter Frazier, with a second by Dr. Juawice McCormick that the Board go into a closed determination session to establish the need for an Executive Session. Dr. Susan Carmichael recused herself from the consideration and deliberation this matter and, therefore, did not cast a vote regarding the closed determination session. The motion to go into a closed determination session was passed unanimously by the remaining Board members present at the hearing.

In the closed determination session, Dr. Walter Frazier moved, seconded by Dr. Juawice McCormick that the Board had a reason to go into Executive Session, namely for the purpose of deliberating and considering the qualifications of Karen Sims for licensure, a subject which could lead to an appeal of the Board's decision or litigation against the Board. The motion carried with the following members voting for: Dr. Glenn Waller, Dr. Walter Frazier and Dr. Juawice McCormick.

The Board announced to the public the aforesaid reason as the Board's purpose for entering into executive session.

Executive Session

Within the Executive Session, the Board took the following action:

A motion was made by Dr. Frazier with a second by Dr. Juawice McCormick to deny Karen Sims her license because she failed to meet the education requirements set forth in Section 73-30-9, Miss. Code Ann. (1972) as amended and Chapter 4, Rule 4.2 (B) and Rule 4.2(C). The Applicant had six deficiencies in the educational requirement. She needs: three hours in Human Growth and Development; an hour in Social and Cultural Foundations or Cross-Cultural Counseling; an hour in Group Counseling; three hours in Appraisal or Assessments; one hour in Research and Evaluation and one hour in Diagnosis and Treatment. The vote was as follows: Aye-Dr. Glenn Waller, Aye-Dr. Walter Frazier and Aye-Dr. Juawice McCormick.

Upon conclusion of the Executive Session, the Board voted, upon motion made by Dr. Walter Frazier and seconded by Dr. Juawice McCormick to come out of Executive Session. The Board resumed in open meeting by announcing the above described actions and votes taken in Executive Session. Dr. Susan Carmichael recused herself from the consideration and deliberation in this matter and, therefore, did not cast a vote on the motion. The motion was passed by the remaining Board members.

Upon recess of the meeting at 12:08 p.m., the Chair announced relocation of the open meeting at 1:30 p.m. to the Board office at 239 North Lamar Street; Suite 402; Robert E Lee Building in Jackson, Mississippi.

Board Members Present:

Dr. Glenn Waller Chair
Dr. Walter Frazier, Vice-Chair
Dr. Juawice McCormick

Others Present:

LeeAnn Mordecai, Executive Director
Bill Rosamond, Attorney General's office

Board Members Absent:

Dr. Susan Carmichael

V. Call to Order

The Regular Board Meeting of the Mississippi State Board of Examiners for Licensed Professional Counselors ("Board"), held in the Board office at Suite 402 of the Robert E. Lee Building located at 239 North Lamar Street in Jackson, Mississippi, was called back to order at 1:37 p.m. by the Chair. A roll call of members was taken and a quorum was present.

VI. Board Operations

A. Payment of Travel Vouchers

Upon motion by Frazier, seconded by McCormick, and unanimously passed, the Board approved payment of travel voucher for McCormick in the amount of \$136.64, Frazier in the amount of \$105.28, and Waller in the amount of \$214.30, for the period of March 28, 2014, and to authorize Chair to sign vouchers in total amount of \$456.22.

B. Sign Certificates

The Board signed wall certificates for licensees.

C. Election of Secretary-Treasurer

The Chair called for nominations for the vacant Secretary-Treasurer position.

Upon motion by McCormick, seconded by Frazier, and unanimously passed, the Board accepted the nomination of Carmichael.

The Chair called for a vote. Carmichael was unanimously elected to Secretary-Treasurer.

D. Capitol Area Counselors Association Meeting

Upon motion by McCormick, seconded by Waller, and unanimously passed, the Board authorized Frazier to speak to the Capitol Area Counselors Association as the Board Representative.

E. Board Meeting Dates Through January 2015

The Board discussed the dates previously scheduled. May 23, 2014 will be rescheduled to Friday, May 16, 2014. The remainder dates were confirmed: July 25, 2014; September 26, 2014; November 21, 2014; and January 23, 2015.

F. License Renewal Fees

Miss. Code Ann. § 73-30-29 License renewal fee; continuing education requirement (1) Except as provided in Section 33-1-39, the renewal of license fee under this chapter shall be One Hundred Dollars (\$ 100.00) per biennial licensing renewal period. License renewal fees may be increased by the board as deemed necessary, but may not be increased by more than ten percent (10%) of the previous year's fee.

Upon motion by Frazier, seconded by McCormick, and unanimously passed, the Board, recognizes that current biennial fee is \$100 pursuant to Miss. Code Ann. § 73-30-29 (1) contrary to amounts charged in prior years.

Upon motion by Frazier, seconded by McCormick, and unanimously passed, the Board, agreed to increase the biennial license renewal fee of \$100 by 10% to \$110 as necessary for Board operations as pursuant to financial reports presented by Cornerstone.

VII. Executive Session

Upon motion by McCormick, seconded by Frazier, and unanimously passed, the meeting was closed for a determination of the necessity for an executive session. While in closed session, a motion was made by Frazier, seconded by McCormick, and unanimously passed to go into executive session for the purpose of reviewing applications.

Upon conclusion of the business of the executive session, motion by McCormick, seconded by Frazier, and unanimously passed, the Board returned to open session at 4:35 p.m.

Upon return to open session, the following was announced as action taken while in executive session.

Upon motion by McCormick, seconded by Frazier and unanimously passed, the Board reported out the following list of approved and continued review applications.

New Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Banks, Shanice N.	Approved		3	0
New Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Fairman, Erica M.	Approved		3	0
Newcomb, Jason E.	Continued Review		3	0
McNeese, Jr., William Felton	Approved		3	0
Bowman, Pamela R.	Approved		3	0
Masters, James H.	Approved		3	0
Tichenor, Brittany Lee	Approved		3	0
Allums, Amanda L.	Approved		3	0
Heise, Diana S.	Continued Review		3	0
Cooper, Michelle Leigh	Continued Review		3	0
Allen, Kimberly Y.	Continued Review		3	0

MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS

License Report to Board - March 27 - 28, 2014

Licensed Since 1/24/14	Issue Date	Lic Number
Bryant, Joanne Christy	2/7/2014	1859
Odom, Roxian Hancock	2/10/2014	1860
Lock, Robert T.	2/10/2014	1861
Hitchcock, Michelle Elizabeth	2/10/2014	1862
Davis, Anthony Tyrone	2/10/2014	1863
Johnson, Jr., Allen K.	3/6/2014	1864
Donald, Stephanie L.	3/6/2014	1865

VIII. New Business

A. State Records Retention Committee

The State Records Retention Committee meeting to review the schedules approved by the Board in February is scheduled April 17th at the William F. Winter State Archives Building. Executive Director will attend on behalf of the Board to answer any questions the Committee may have.

B. Statutes

The Board directed attorney to draft rule to address the military related statute 73-50-1.

The Board asked the attorney to research current state statutes that directly correspond with the Board rules regarding assessment of operational fees.

C. Board Vacancy

The Board attorney will draft and submit a letter to the Governor on the Board's behalf in anticipation of a special session that may be called to ask to consider appointment of Board member for vacancy in Congressional District IV.

IX. Next Meeting

May 16, 2014 – 9:00 a.m.

Regularly Scheduled Board Meeting

239 North Lamar Street; Suite 402; Robert E Lee Building, Jackson

X. Adjournment

Upon motion by Frazier, seconded by McCormick, and unanimously passed, the Board agreed to adjourn the meeting at 5:04 p.m.

Approved this the 23rd day of April, 2014.

_____/s/_____

Glenn Waller, Chair

_____/s/_____

Board Member