

MINUTES

Mississippi State Board of Examiners for Licensed Professional Counselors
Regular Board Meeting
Suite 402; Robert E. Lee Building
239 North Lamar Street; Jackson, Mississippi
June 15, 2016

Board Members Present

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

Others Present

Jeff Jernigan, Attorney General's Office
LeeAnn Mordecai, Executive Director
Alice Gorman

Board Members Absent

District III – Vacant
District IV – Vacant

I. 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 to order at 9:30 a.m. by Dr. Walter Frazier, Chair (“Chair”) on June 15, 2016. A roll call of members was taken and a quorum was present.

II. Board Operations

A. Financial Matters

1. Outstanding Invoices for Payment

No outstanding invoices were submitted for payment by Cornerstone Consulting, Inc.

2. Financial Report

The Board reviewed Financial Matters and Routine Expenditures and Encumbrances to FY2016 Budget as submitted by Cornerstone Consulting, Inc.

3. Cornerstone, Inc. Contract

Upon motion by McCormick, seconded by Waller, and unanimously carried, the Board agreed to accept and approve contract with Cornerstone Consulting, Inc. as presented and authorize Chair to sign.

4. ProsonITech Contract for Website Maintenance

Upon motion by Waller, seconded by Frazier, and unanimously carried, the Board agreed to approve amendment #1 to ProsonITech contract.

Upon motion by Waller, seconded by Frazier, and unanimously carried, the Board agreed to approve to pre-pay ProsonITech for FY17 work in the amount of \$4,200.00.

III. Informal Hearing

The Chair suspended Board Operations to convene Informal Hearing at 10:05 a.m. via teleconference with William Grall regarding #2016-09 Denial of Licensure Application.

After Informal Hearing, the Board agreed to discuss licensure application for William Grall and make determination during Executive Session and record results within the report out of the session.

IV. Board Operations (cont'd)

5. Executive Director Contract

Upon motion by Waller, seconded by McCormick, and unanimously carried, the Board agreed to approve amendment #2 to contract for Personal Services as set forth and written for Executive Director for period March 18, 2016, through June 30, 2016.

Motion withdrawn due to the fact services have already been provided, contract under \$75,000, anticipation of not having a full Board to take action at July meeting, and experienced Executive Director in place.

Upon motion by Waller, seconded by McCormick, and unanimously carried, the Board agreed to accept contract with LeeAnn Mordecai for Personal Services as amended for period of March 18, 2016, through March 16, 2017.

Upon motion by McCormick, seconded by Waller, and unanimously carried, the Board agreed to proceed with budget to include Executive Director position move from WIN to PIN position with established Executive Director.

Upon motion by McCormick, seconded by Waller, and unanimously carried, the Board agreed to budget PIN position and establish that July 1, 2017, the relationship with this Board and Executive Director will be as a state employee, based on salary currently contracted at \$64,800.00.

6. Administrative Services Contract

Upon motion by Waller, seconded by McCormick, and unanimously carried, the Board agreed to approve contract with Kim Case for administrative services as written and indicated.

Chair recessed at 11:06 am.

Chair reconvened meeting at 12:42 p.m.

IV. Board Operations (cont'd)

7. AASCB Dues

Upon motion by McCormick, seconded by Waller, and unanimously carried, the Board agreed to approve \$2,600.00 to AASCB for Enhanced membership to include participation of two delegates to attend the January 11-13, 2017, meeting.

8. Travel Vouchers

Upon motion by McCormick, seconded by Waller, and unanimously carried, the Board agreed to approve travel vouchers in the total amount of \$334.80.

9. ProsonITech Contract (cont'd)

Upon motion by Waller, seconded by McCormick, and unanimously carried, the Board agreed to withdraw motion to pre-pay ProsonITech for FY17 work in the amount of \$4,200.00 and to maintain monthly installments.

V. New Business

A. Rule 4.2.A.

Board discussed whether a 48-hour master's plus Educational Specialist meets educational requirements. It was determined a 60+ hour Educational Specialist meets the requirements set forth in the Statutes.

B. LPC Renewal – Continuing Education Hours (CEH) Prorated

Board discussed proration of CEH hours requirement based on issuance date or whether to require all 24 for a renewal. Board agreed to not pro-rate CEH for renewals and require 24 CEH for all renewals no matter if the issue date causes the first renewal to be less than two years.

C. Requests to Accept CEH and Providers' Loss of Status

Board reviewed requests to approve or accept CEH for renewal and made determination on case by case basis.

PESI/Cross Country is no longer an NBCC approved provider. Due to the fact the organizations lost status during the renewal period and did not inform clients in a timely matter, the Board unanimously agreed to accept these CEH for this renewal period and to post via the website "as of July 1, 2016, the Board will no longer accept hours from PESI/Cross Country or any providers who lost their NBCC Approved Continuing Education Provider (ACEP) status within the renewal period."

Upon motion by Waller, seconded by McCormick, and unanimously carried, the Board agreed to deny acceptance of CEH presented that did not have CEH provider status as indicated in the Rules and Regulations and to communicate the decision with the LPCs requesting acceptance and to offer 90-day extension to obtain the CEH needed for renewal if necessary.

D. Clinical Disclosure/Informed Consent Contract Checklist

McCormick presented a Supervisor checklist for contract/informed consent with supervisees from the ACA conference. The Board discussed making the document available to supervisors and supervisor applicants via the website.

VI. Old Business

A. MCA Conference Activities

MCA activities were presented by McCormick. McCormick, on behalf of the Board, submitted a request for a panel presentation and a Board meeting at the MCA Annual Conference.

B. Rules and Regulations

1. Process to Reinstate Inactive License – TABLED

2. Lapsed, Inactive and Retired Status – TABLED

3. Juris Prudence Exam

McCormick informed the Board that David Wittinghill with NBCC is willing to attend a Board meeting in person or via webinar to facilitate development of exam.

C. License Exam / Two Tier – TABLED – a legislative agenda item

D. Evaluation and Approval of Online Programs - TABLED

E. Electronic Board Meeting Equipment & Software

McCormick informed Board that NBCC would like to be involved with the Electronic Board meeting software search and selection process for Mississippi.

F. Board Action Items

Board will work on legislative agenda at July meeting to include (1) two-tier license (testing and education); (2) fingerprint background check; and (3) MCA support.

VII. Executive Session

Upon motion by Waller, seconded by McCormick, the Board unanimously agreed to close the meeting at 2:34 p.m. for a consideration of the necessity for an Executive Session. The Board made a determination that an Executive Session was needed for the purpose of informal hearing of a denied application, reviewing complaints and licensure applications, and discussing issues pertaining to matters of potential litigation. Upon motion by Waller, seconded by McCormick, the Board unanimously agreed the Board had reason to go into Executive Session.

The Board exited closed session, upon motion by Waller, seconded by McCormick, and unanimously carried. Upon motion by Waller, seconded by McCormick, the Board unanimously agreed go into Executive Session at 2:35 p.m. for the reasons above.

Upon conclusion of the business of the Executive Session, motion by Waller, seconded by McCormick, and unanimously approved, the Board agreed to exit Executive Session, and return to open session at 5:00 p.m.

Upon return to open session, the following was announced as action taken while in Executive Session. Applications were reviewed. Complaints were reviewed and discussed.

Upon motion by McCormick, seconded by Waller, the Board unanimously agreed to approve decisions made during Executive Session and to approve list of applicants as read. (See following chart for additional details). Abstentions noted.

**MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS
APPLICATION REVIEW - EXECUTIVE SESSION
Wednesday, June 15th, 2016**

CR or Denied Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Grall, William	Approved			

CR Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Williams, Marquisha D.	Denied			

New Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Drake, Tonya L. Heath	Denied			
White, Infanta Chantel	Approved			
Matthews, Jessica L.	Approved			
Bolton, Robin Latisha	Approved			
Clark, Lecretia Williams	Approved			
Blackwell, Lesley R.	Approved			
Walton, Darby D.	Continued Review			
Shaw, RobDreka C.	Approved			

New Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Pugh, Latisha Nicole	Approved			
Thompson, Kristina Marie	Approved			
Giles, Mark Andrew	Approved			
Gambe, Sarah Davis	Denied			
Madaris, Melody Elaine Wison	Continued Review			
Hudson, Amber Evatte	Continued Review			
Ketchum, Mary Elizabeth	Approved			

Apps for LPC-S	BOARD DECISION	ABSTENTION	YAYS	NAYS
Waterman, Keshia Davis	Continued Review			

Board Request	BOARD DECISION	ABSTENTION	YAYS	NAYS
Beal, Anetia	Approved			

MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS
License Report to Board - June 15, 2016

Licensed Since Last Meeting - April 20, 2016	Issue Date	Lic Number
Tyler L. Firth	5/24/2016	2097
Kathleen Michele Kean	5/23/2016	2096
Candis Gable Walker	6/2/2016	2098
Brenna Jeanine Weaver	6/10/2016	2100
Joshua Paul Williams	6/10/2016	2099

Licensees to change status to "Retired"	Lic Number
Roberts-Parker, Deborah L.	0102
Matheny, Raymond C.	0708
Passmore, Caroline Cohen	0421
Wright, James T.	0737
Moore, James Elton	0124

Licensees to change status to "Inactive"	Lic Number
Richardson, Charma Kay	0264
Leggett, Sharon P.	0655
Barclay, Susan Rene	1461
Martin, Jill Jenine	699

MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS
Executive Session - June 15, 2016

COMPLAINTS	BOARD DECISION	Investigating Board Member
2015-09	no action - lack of quorum	J. McCormick
2015-10	no action - lack of quorum	J. McCormick
2015-11.1 & 11.2	no action - lack of quorum	G. Waller
2015-18	no action - lack of quorum	W. Frazier
2015-20	no action - lack of quorum	J. McCormick
2015-21	no action - lack of quorum	J. McCormick
2015-22 - denied application	set hearing when have quorum	J. McCormick
2015-23	no action - lack of quorum	W. Frazier
2015-24	no action - lack of quorum	W. Frazier
2015-25	no action - lack of quorum	W. Frazier
2015-27	no action - lack of quorum	W. Frazier
2013-02	no action - lack of quorum	Update on Appeal
2014-12	2014-12 – clarification of CEH for agreed order request by Jernigan	Frazier - Compliance with Agreed Order
2016-01	no action - lack of quorum	G. Waller
2016-02	no action - lack of quorum	W. Frazier
2016-03 - denied application	set hearing when have quorum	W. Frazier
2016-04	no action - lack of quorum	W. Frazier
2016-05	no action - lack of quorum	W. Frazier
2016-06	no action - lack of quorum	J. McCormick
2016-07	no action - lack of quorum	J. McCormick
2016-08	no action - lack of quorum	J. McCormick
2016-09	Informal Hearing 6/15/16	J. McCormick

VIII. Next Meeting

Regular Board Meeting

Wednesday, July 20, 2016 – 9:00 a.m.
239 N Lamar Street; 4thFloor; Suite 402
Robert E. Lee Building
Jackson, MS

IV. Adjournment

Upon motion by McCormick, seconded by Waller, the Board unanimously agreed to adjourn the meeting at 5:01 p.m.

Approved this the 27th day of July, 2016.

/s/

/s/

Chair

Board Member