

MINUTES

**Mississippi State Board of Examiners for Licensed Professional Counselors
Robert E. Lee Building
239 North Lamar Street, Suite 402
Jackson, MS 39201**

**Regular Board Meeting
Wednesday, July 26, 2017**

Board Members Present

Dr. Juawice McCormick, Chair, Congressional District IV
Dr. Aretha Hargrove-Edwards, Congressional District II
Dr. Kimberly Sallis, Congressional District I
Steven Rollins Stafford, Congressional District III

Board Vacancy

Congressional District-At-Large

Others Present

Wm. Jeffrey Jernigan, Board Attorney, Special Assistant Attorney General
LeeAnn Mordecai, Board Executive Director
Alice Gorman, Contract Agent-Cornerstone Consulting, Inc.

I. Call to Order

The Regular Board meeting of the Mississippi State Board of Examiners for Licensed Professional Counselors ("Board") was called to order at 9:38 a.m. by Dr. Juawice McCormick, Chair ("Chair") on Wednesday, July 26, 2017. The meeting was held in the Robert E. Lee Building, 239 North Lamar Street, Suite 402, Jackson, Mississippi 39201. A roll call of Board members was taken and a quorum was present.

II. Board Operations

A. LPC Board Members Swearing In

Attorney Wm. Jeffrey Jernigan conducted a swearing-in ceremony for Board members Dr. Kimberly Sallis and Steven Rollins Stafford. Both were appointed to serve on the Board by Governor Dewey Phillip "Phil" Bryant. Sallis' term will end on June 30, 2021. Stafford's term will end on June 30, 2022.

It was motioned by Stafford, seconded by Sallis, and unanimously agreed to create a hold over policy for Board members. The policy would allow a member to remain on

the Board either for up to one year after his/her term expires or until the Governor appoints a new member to fill the vacant position, whichever occurs first.

Stafford intends to consult with a representative from the Mississippi Licensed Professional Counselor Association (MLPCA) regarding this proposed statute amendment.

B. Minutes Approval

Minutes of the meeting held on Tuesday, June 27, 2017 will be reviewed at the next Board meeting.

III. Old Business

A. Rules and Regulations

1. Juris Prudence Exam/CCE Agreement

The Board is awaiting the production of the Juris Prudence Exam by the Center for Credentialing and Education (CCE). Mordecai stated that no communication has been received from CCE since the June 27, 2017, Board meeting regarding the exam.

2. Final Rule – 4.4.A: Mississippi Qualified Supervisor Requirements

Following a review by the Board, it was motioned by Sallis, seconded by Stafford, and unanimously agreed to accept Rule 4.4.A. as a final rule and to file with the Secretary of State.

3. Final Rule – 5.1.A.: Phases of the Application Process

Following a review by the Board, it was motioned by Stafford, seconded by Hargrove-Edwards, and unanimously agreed to approve Rule 5.1.A. and to file with the Secretary of State as final rule.

4. Final Rule – 6.1: Biennial Renewal

Following a review by the Board, it was motioned by Stafford, seconded by Hargrove-Edwards, and unanimously agreed to approve Rule 6.1. and to file with the Secretary of State as final rule.

B. Legislative Agenda

McCormick noted that the LPC Board Statute does not include the LPC-S credential.

C. Licensure Portability

The Board reviewed an email from McCormick to Mordecai, dated Tuesday, July 25, 2017. That communication outlines the portability process for the National Board for Certified Counselors (NBCC), the Association for Counselor Education and Supervision (ACES), the American Mental Health Counselors Association (AMHCA), and the American Association of State Counseling Boards (AASCB). It also quoted the licensure portability model of the American Counseling Association (ACA).

No action was taken in reference to this agenda item.

IV. New Business

A. Rules and Regulations – Rule 4.3.A. Supervised Experience within Last Seven Years

The Board clarified this Rule to mean that post graduate and graduate (practicum/internship) hours must be obtained within the last seven years. Graduate and Post-Graduate supervised experience older than seven years will not be accepted.

B. LPC-S Updated Liability Insurance Certificate and Contract with Board

At biennial renewal, an LPC-S must submit proof of current counseling liability insurance and current professional counseling organization membership.

1. Final Rule – 4.4.A: Mississippi Qualified Supervisor Requirements

Following a review by the Board, it was motioned by Stafford, seconded by McCormick, and unanimously agreed to rescind Rule 4.4.A. as final. It was motioned by Stafford, seconded by Sallis, and unanimously agreed to accept Rule 4.4.A. with changes (“Provide proof of current professional counseling liability insurance.”) as a final rule to be filed in the Office of the Governor.

2. Final Rule – 6.1: Biennial Renewal

Following a review by the Board, it was motioned by Stafford, seconded by Sallis, and unanimously agreed to rescind Rule 6.1. as final. It was motioned by Stafford, seconded by Hargrove-Edwards, and unanimously agreed to accept Rule 6.1 with changes (At Biennial renewal “Board Qualified Supervisors must submit, proof of current professional counseling liability insurance, and copy of current supervision contract.”) as a final rule to be filed in the Office of the Governor.

C. Request to Accept CEH for Renewal

1. License #1716 - The Board reviewed a request from LPC accept supervision hours from a licensed professional who does not hold the LPC-S credential. It was motioned by Stafford, seconded by McCormick, and unanimously agreed that the Board not approve the request.
2. License #0719 - The Board reviewed a request from LPC to accept 12 continuing education hours from a non-pre-approved provider as credit toward license renewal. It was motioned by Stafford, seconded by McCormick, and unanimously agreed to approve the request.

D. Mississippi College – Addictions Program

The Board reviewed a letter, dated June 20, 2017, from the Associate Professor and Chair of the Department of Psychology and Counseling at Mississippi College. The letter was written in favor of three students who are potential candidates for licensure. The Board took no action and did not foresee any need for concern.

E. License Status Request

The Board reviewed an email, dated June 27, 2017, from a licensed counselor (#1888) who requested that their license become either inactive or surrendered without fees/late charges, pending their return to the country. It was motioned by Stafford, seconded by Hargrove-Edwards, and unanimously agreed that the counselor's license be moved from active to inactive status. The counselor must meet current renewal requirements upon their return to the United States.

Stafford will develop Rule process to come out of inactive or retired status for the Board to review.

F. Military Counselor Supervisor

The Board reviewed an email, dated June 29, 2017, in which the counselor requested approval to provide distance supervision. The Board agreed that the counselor must apply for an LPC and subsequent LPC-S in the state of Mississippi. The counselor must also obtain the distance counselor credential (DCC).

G. Out-of-State Supervisor Request

The Board reviewed an email, dated July 25, 2017, in which the counselor requested approval to have an out-of-state supervisor. The Board took no action regarding the request.

The Board recessed for lunch at 12:00 noon. The Board exited recess at 1:00 p.m.

V. Board Operations

A. Financial Matters

1. FY19 Budget

Gorman presented a draft of the Budget Request for Fiscal Year ending June 30, 2019. The final request is due in the Legislative Budget Office on August 1, 2017. It was motioned by Sallis seconded by Stafford, and unanimously agreed to accept the Budget Request as presented by Gorman.

2. Payment of Routine Expenditures

There were no routine expenses presented.

3. Strategic Plan

No action was taken on the Five-Year Strategic Plan for Fiscal Years 2019-2023.

4. Trip Optimizer and Travel Vouchers

It was motioned by Stafford, seconded by McCormick, and unanimously agreed that the Board obtain state travel card. Guidelines regarding use of the travel card will be included in the financial policy.

It was motioned by Stafford, seconded by Hargrove-Edwards, and unanimously agreed that the Board pay travel vouchers as outlined by the state's newly implemented travel reimbursement system.

5. AASCB Dues

The Board reviewed Invoice #1902, totaling \$900.00, dated July 1, 2017, from the American Association of State Counseling Boards (AASCB) for membership dues from July 1, 2017 – June 30, 2018. The Board will table discussion of payment until the next meeting.

6. Travel VISA Card for Enterprise Billing

It was motioned by Stafford, seconded by Hargrove-Edwards, and unanimously agreed that the Board set up a direct billing account with Enterprise Car Rental.

7. Federal Association for Regulatory Board (FARB) meeting

The Board discussed partial sponsorship for Attorney Jernigan to attend the Federal Association for Regulatory Board (FARB) meeting in Savannah, Georgia

on October 5-8, 2017. Attorney Jernigan will investigate the cost of shared expenses among the boards that he serves. It was motioned by Stafford, seconded by Sallis, and unanimously agreed to pay up to \$800.00 of shared travel expenses.

VI. Review of Licensure Applications - Executive Session

It was motioned by Stafford, seconded by Hargrove-Edwards, and unanimously agreed that the Board consider a motion to close the regular meeting to determine the necessity of an Executive Session. The Board determined that an Executive Session was needed to review applications and requests for hearings. It was motioned by Stafford, seconded by Hargrove-Edwards, and unanimously agreed that the Board go into Executive Session.

The Board entered into Executive Session at 2:41 p.m.

The Board signed completed Certificates of License and Board Qualified Supervisor (BQS) and reviewed BQS and LPC applications.

VII. Complaints/Denied Applications – Executive Session

Review Documentation for Denied Application (2017-08)

An informal hearing will be scheduled for Friday, August 25, 2017 regarding this denial.

Following completion of application reviews, it was motioned by Stafford, seconded by McCormick, and unanimously agreed that the Board approve the decisions made regarding applications.

It was motioned by Stafford, seconded by Hargrove-Edwards, and unanimously agreed that the Board exit Executive Session. The Board exited Executive Session at 4:55 p.m.

MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS
APPLICATION REVIEW - EXECUTIVE SESSION
Tuesday, July 26, 2017

CR or Denied Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Norris, Tim A.	Approved		4	0

CR or Denied Apps for LPC-S	BOARD DECISION	ABSTENTION	YAYS	NAYS
White, Shanice Nicole	Approved		4	0

New Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Suddeath, Eric Galen	Approved		4	0
Cox, Kathleen	Approved		4	0
Pee, Robin Bryant	Approved		4	0
Fletcher, LaShonna Denise	Approved		4	0
Power, Amanda Whatley	Continued Review		4	0

New Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Jones, Miranda Marie	Approved with contingency		4	0
Flynt, Jessica R.	Approved		4	0
Newsome, Carolyn Faye	Approved		4	0
Wolfe, Natalie Carol	Approved		4	0

New Apps for Comity	BOARD DECISION	ABSTENTION	YAYS	NAYS
Breshears, Theresa Denise	Approved		4	0

New Apps for LPC-S	BOARD DECISION	ABSTENTION	YAYS	NAYS
Russell, Valerie Denise	Approved		4	0
Rusnak, Kari Louise Eidner	Approved		4	0
Motton, Marketa Renee	Continued Review		4	0
Cannady, Fulivia E.	Continued Review		4	0
Meek, Bob W.	Approved		4	0
Harrison, Katie D.	Approved		4	0

Board Request		ABSTENTION	YAYS	NAYS
Wiley, Harriet L. - Request to take exam fourth time	Approved		4	0
Mooneyhan, Carla May - Request to renew lapsed license	Approved – must remit license renewal fees and reapplication fee		4	0
Sampson, La Monica Gardner - Request to take exam fourth time	Approved		4	0
Martin, Oliva Long - Request Informal Hearing	August 25, 2017 - 1:00 p.m.			
Gavin, Lashekia Renae - Request Informal Hearing	August 25, 2017 - 1:30 p.m.			

MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS License Report to Board - July 26, 2017

Licensed Since Last Meeting - June 27, 2016	Issue Date	Lic Number
Christine Elizabeth Boehmer	6/29/2017	2193
Charlotte Faye Brunetti	6/29/2017	2190
Katherine Marie Crawford	7/24/2017	2199
Hannah Claire Langley	6/29/2017	2192
Maria Theresa Marinari	7/10/2017	2194
Camilla Joy Moore	6/29/2017	2191
Lisa Kay Owens	7/21/2017	2195
Michael William Preston	7/21/2017	2198
Krista M. Puderbaugh	7/21/2017	2196
Christa Fuerst Williams	7/21/2017	2197

MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS
Executive Session - June 27, 2017

COMPLAINTS	BOARD DECISION	Investigating Board Member
2013-02		Update on Appeal
2015-09		J. McCormick
2016-04	Update on Order (11/30/17)	W. Frazier
2016-05	Update on Order (11/30/17)	W. Frazier
2016-06		J. McCormick
2016-07		J. McCormick
2016-20		J. McCormick
2016-22		S. Stafford
2016-25		J. McCormick
2016-28		S. Stafford (reassigned)
2017-05	has requested a hearing	
2017-06	Issue Cease & Desist	K. Sallis
2017-07		W. Frazier
2017-08 Denied Application	May 24 - Administrative Hearing 1:30 p.m. (to be rescheduled)	S. Stafford
2017-09	No Update	W. Frazier
2017-10	To be Assisgned	
2017-11	To be Assisgned	
2017-12	To be Assisgned	
2017-13		J. McCormick

Next Meeting

Regular Meeting of the Board

Friday, August 25, 2017, 9:00 a.m.
 Robert E. Lee Building
 239 North Lamar Street, Suite 402
 Jackson, MS 39201

VIII. Adjourn

It was motioned by Hargrove-Edwards, seconded by Sallis, and unanimously agreed that the meeting be adjourned.

The meeting was adjourned by McCormick at 5:02 p.m.

Approved this the 25th day of August, 2017.

/s/

/s/

Board Chair

Board Member