

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
Tuesday, May 23, 2017**

Board Members Present

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

Others Present

Wm. Jeffrey Jernigan, Board Attorney, Special Assistant Attorney General
LeeAnn Mordecai, Board Executive Director
Alice Gorman, Board CPA, 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 9:24 a.m. by Dr. Juawice McCormick, Chair ("Chair") on Tuesday, May 23, 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. Minutes Approval

It was motioned by Frazier, seconded by Stafford, and unanimously agreed that minutes of the Wednesday, April 26, 2017 Regular Board meeting be approved as written.

B. Financial Matters

1. Outstanding Invoices for Payment

There were no outstanding invoices for payment.

2. Payment of Routine Expenditures

Gorman presented the LPC Board's *FY17 Year-to-Date Expenditures and Encumbrances to Budget* report, dated May 23, 2017. The report indicated \$117,979.94 as "available cash on hand".

Gorman provided Board members with a copy of the *Mississippi Board of Examiners for Licensed Professional Counselors FY2016 Internal Control Review*. The Review is a 15-section internal control assessment that provides an overview and outlines control activities of the LPC Board.

Gorman informed the Board that budget requests are due on Tuesday, August 1, 2017.

The Board discussed publishing a Request for Bids from agencies to provide accounting services. The deadline for the Board to receive bids is 5:00 p.m. on Thursday, June 22, 2017.

3. Travel Vouchers

It was motioned by Stafford, seconded by Frazier, and unanimously agreed to pay travel vouchers totaling \$515.74.

III. Old Business

A. Rules and Regulations

1. Juris Prudence Exam Development

During the meeting, McCormick placed a telephone call at 10:15 a.m. to Ms. Patricia Cates at NBCC/CCE. The teleconference was held to discuss development of the Juris Prudence Exam.

The Board requested CEH credit for the examination. Ms. Cates stated that test takers may earn three (3) hours of continuing education (CEH) for completing the no-fail exam. The Board could determine if credit earned could be used toward meeting either ethics or general CEH requirements. The test will consist of 30 questions, of which will include topics from the American Counseling Association Code of Ethics.

The Chair requested CCE to submit a contract to the Board before the Tuesday, June 27, 2017, meeting.

2. Juris Prudence Exam Rule

The Board sought advice and counsel from Attorney Jernigan regarding whether or not it has the authority to require all licensees to take the exam. Attorney Jernigan stated that the Board could make the exam a part of the licensure renewal process.

It was motioned by Frazier, seconded by Stafford, and unanimously agreed that portions of the exam rule be changed as follows:

Rule 5.A.6. (Revision)

An applicant for licensure as a professional counselor (LPC) must pass the juris prudence examination, also known as the Mississippi Legal and Ethical Responsibilities Examination, approved by the Board.

Rule 6:1.B. (Addition)

The completion of a no-fail Mississippi Legal and Ethical Responsibility Exam is required.

Item 3 (Revision)

The log of Continuing Education Hours (CEH) must include a certificate of completion of the no-fail Mississippi Juris Prudence Exam as approved by the Board.

B. Legislative Agenda

Items for proposed changes to the Mississippi Code and Rules and Regulations were reviewed. The following additional changes were made:

- Provisional License (P-LPC)
Revise: "Licensure fee when fully licensed: \$50.00" to read "Application fee for licensure (P-LPC): \$50.00".
- Remove: "Recover Court and Investigation Costs"
- Remove: "Residency clarified—resident of MS or pay taxes in MS."

McCormick intends to submit the proposed changes to MCA during their Institute for Leadership Training, schedule for June 28-20, 2017 in Biloxi, Mississippi.

IV. New Business

McCormick announced the passing of Ms. Clara P. "C.P." Winters, a long-time Mississippi LPC and BQS. It was motioned by Frazier, seconded by Stafford, and unanimously agreed that the Board send a letter of condolences to the family to acknowledge Ms. Winters' passing and service to the counseling profession.

The Board recessed for lunch at 11:50 a.m. The Board exited recess at 1:00 p.m.

A. Rules and Regulations – Educational Requirements Request

No Discussion.

B. MCA Annual Meeting – Call for Programs

McCormick informed the Board that the deadline for Call for Programs is June 1, 2017. The Board intends to submit a proposal to present at the Annual Mississippi Counseling Association Conference, schedule for November 8-10, 2017 in Tupelo, Mississippi. McCormick asked Board members to send her a copy of their resume to be included in the proposal.

C. Request to Accept CEH for Renewal

The Board reviewed communication, dated May 1, 2017, from a licensee who requested special consideration for educational requirements. The Board confirmed its position from June 2016 Board meeting that as of July 1, 2016, the Board no longer accepts hours from PESI/Cross Country or any of the providers who lost their NBCC Approved Continuing Education Provider (ACEP) status within the renewal period. The licensee may request a 90 day CEH extension.

V. Review of Licensure Applications - Executive Session

It was motioned by Frazier, seconded by Sallis, 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 Sallis, and unanimously agreed that the Board go into Executive Session.

The Board entered into Executive Session at 1:36 p.m.

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

VI. Complaints/Denied Applications – Executive Session

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

It was motioned by Stafford, seconded by Sallis, and unanimously agreed that the Board exit Executive Session. The Board exited Executive Session at 3:17 p.m.

MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS APPLICATION REVIEW - EXECUTIVE SESSION Tuesday, May 23, 2017

CR or Denied Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Talley, Maranda Burks	Continued Review	0	5	0
Jones, Sherene	Denied	0	5	0

CR or Denied Apps for LPC-S	BOARD DECISION	ABSTENTION	YAYS	NAYS
Dixson, Jerrilyn Danielle	Approved	0	5	0

New Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Martin, Olivia Long	Denied	0	5	0
Boehmer, Christine Elizabeth	Continued Review	0	5	0
Wages, Rebecca Jann	Approved	0	5	0
Bunniran, Megan Buffum	Approved	0	5	0
Coleman, Samantha Renee	Approved	0	5	0
Holland, Connie Blake	Approved	0	5	0

New Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Robinette, Jessica Rose	Approved	0	5	0
Gavin, Lashekia Renae	Denied	0	5	0
Puderbaugh, Krista M.	Approved	0	5	0
Owens, Lisa Kay	Approved	0	5	0
Timmons, Terry V.	Approved	0	5	0
Spansel, Kenneth A.	Approved	S. Stafford	4	0

Apps for LPC-S	BOARD DECISION	ABSTENTION	YAYS	NAYS
Steen-Brown, Adriann	Rescinded Application	0	5	0
White, Shanice Nicole	Continued Review	0	5	0
Peeples, Kimberly Mason	Continued Review	0	5	0
Harris, Wanda Raquel	Continued Review	0	5	0

Apps for Comity	BOARD DECISION	ABSTENTION	YAYS	NAYS
Murchison, Lauren Holloway	Approved	0	5	0

Board Request	BOARD DECISION	ABSTENTION	YAYS	NAYS
Giles, Mark A. - Request to take exam third time	Approved	0	5	0
Thompson, Kristina Marie - Request to take exam third time	Approved	0	5	0

<p>MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS Executive Session - May 23, 2017</p>

COMPLAINTS	BOARD DECISION	Investigating Board Member
2013-02	No Update	Update on Appeal
2015-09	No Update	J. McCormick
2016-04	Update on Order (11/30/17)	W. Frazier
2016-05	Update on Order (11/30/17)	W. Frazier
2016-06	No Update	J. McCormick
2016-07	No Update	J. McCormick
2016-20	Set Administrative Hearing	J. McCormick
2016-22		S. Stafford
2016-25		J. McCormick

2017-06	Issue Cease & Desist	K. Sallis
2017-07	No Update	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

<p>MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS</p> <p>License Report to Board - May 23, 2017</p>

Licensed Since Last Meeting - April 26, 2016	Issue Date	Lic Number
Michele VandeMerghel Arney	5/5/2017	2177
Franzetta V. Bester	5/16/2017	2180
Sheena Shacola Brown	4/27/2017	2172
Carmen Elaine Coleman	4/27/2017	2170
Karen Joan Hampton	5/5/2017	2178
Jennifer Rani Hogue	4/27/2017	2171
Clark Ford Hunt	4/28/2017	2174
Anne Shields Lehman	5/1/2017	2176
Ashley L. Polk	5/8/2017	2181
Debra Kay Shelton	4/28/2017	2175
Megan Marlana Taylor	5/9/2017	2179
Jazzmine K. Williams	4/28/2017	2173

Next Meetings

Regular Meetings of the Board

Tuesday, June 27, 2017, 9:00 a.m.
 Robert E. Lee Building
 239 North Lamar Street, Suite 402
 Jackson, MS 39201

Wednesday, July 26, 2017, 9:00 a.m.
 Robert E. Lee Building
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VII. Adjourn

It was motioned by Stafford, seconded by Frazier, and unanimously agreed that the meeting be adjourned.

The meeting was adjourned by McCormick at 3:30 p.m.

Approved this the 27th day of June, 2017.

/s/

/s/

Board Chair

Board Member