



West Virginia Board of Examiners in Counseling
815 Quarrier Street, Suite 212
Charleston, WV 25301
Telephone: (304) 558-5494 Fax: (304) 558-5496

Meeting Minutes

FRIDAY, October 18, 2019 @ 10:00 AM –3:30 PM

The WV Board of Examiners in Counseling held a board meeting on October 18, 2019. The meeting was called to order at 10:20 AM.

Board Members Present:

Guy Gage, Chair
Regina Burgess, Secretary
Lisa Westfall
Anthony Onorato
Jeff Jones
Patrick Ward (new member)

Others Present:

Cheryl Henry, Executive Director WV Bd. Of Counseling
Amber Shawver, Administrative Assistant WV Bd. Of Counseling
Keith Fisher, Attorney General Representative

Quorum Established:

A quorum was established.

Public Comment:

No one appeared before the board for public comment.

Travel:

Members completed travel expense account settlement forms.

Approval of Minutes:

Draft minutes were distributed for review prior to the meeting. A motion was made to dispense with the reading of the following minutes and approve as distributed/printed: March 1, May 3, June 21, August 2, August 16, 2019. (M/S/P: Westfall/Onorato)

Enter Executive Session: (M/S/P: Westfall/Jones) 10:22 a.m.

Complaint Committee:



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Currently Monitored or Pending Cases:

- Case #03-19** - (Received 9/20/2018) Discussion of assignment of supervisor.
- Case #05-19** - (Received 2/27/2019) Discussion of possible dismissal.
- Case #06-19** - (Received 3/1/2019) Discussion of possible charges and consent agreement.
- Case #08-19** – (Received 4/1/2019) Discussion of possible charges.
- Case #09-19** – (Received 5/29/2019) Discussion of possible charges and consent agreement.
- Case #10-19** - (Received 6/5/2019) Discussion of possible dismissal.

Close Out Complaint Cases:

- Case #11-18** – Discussion to close out case.
- Case #01-19** - Discussion to close out case.

Possible New Board Initiated Complaints:

1. **Two potential Board initiated complaints** – Discussion of how to proceed.
2. **Alerted of potential problem** – Discussion of how to proceed.

Exit Executive Session: (M/S/P: Westfall/Jones) 1:35 p.m.

Case #03-19 – (Received 9/20/2018) Board approved assignment of supervisor. Three ALPS will be contacted for possible supervision. (M/S/P: Jones/Onorato)

Case #05-19 – (Received 2/27/2019) Board approved dismissal of complaint having found no probable cause. (M/S/P: Westfall/Ward)

Case #06-19 – (Received 3/1/2019) Board approved preparation of statement of charges and consent agreement. (M/S/P: Westfall/Onorato)

Case #08-19 – (Received 4/1/2019) Board approved preparation of statement of charges. (M/S/P: Westfall/Onorato)

Case #09-19 – (Received 5/29/2019) Board approved preparation of statement of charges and consent agreement. (M/S/P: Onorato/Jones)

Case #10-19 – (Received 6/5/2019) Board approved dismissal of complaint having found no probable cause. (M/S/P: Jones/Ward)



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Case #11-18 – Board approved closing out case as terms of consent agreement have been met. (M/S/P: Jones/Westfall)

Case #01-19 – Board approved closing out case as terms of consent agreement have been met. (M/S/P: Jones/Westfall)

Potential Complaint 1 – Board approved Board initiated complaint. (M/S/P: Onorato/Jones)

Potential Complaint 2 – Board approved a certified letter be sent to individual. (M/S/P: Ward/Burgess)

Potential Problem – Board approved a letter be sent to individual. (M/S/P: Jones/Ward)

Credentialing Committee - The following individuals were approved for licensure:

Licensed Professional Counselor – LPC:

Elisha Baker
Andrea Pammer
Tina Creighton – Endorsement OH
Samara Novak- Endorsement TX
Mitchell Pegg – Endorsement PA
Samantha Riska – Endorsement PA
Kyllynn Smith – Endorsement PA

Approved Licensed Professional Supervisors – ALPS:

William Bauer
Heather Pack
Jonathan Pishner
Jeanette Ratcliffe
Sonnee Stanley

Marriage/Family Therapist – MFT:

Kenneth Thevenin – Endorsement UT

A motion was made to accept the above list of LPCs, ALPS & MFT. (M/S/P: Westall/Jones)



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Finance Committee:

Purchasing Card Review: Review was completed and approved before meeting for June, July, August and September 2019.

Executive Director's Report:

30 day Update: Has been meeting with former E.D. Roxanne Clay regularly, has one more meeting scheduled. Working on cleaning up LPC board website and getting filing caught up.

Trainings & Meetings: Will attend Joint Committee on Health meeting 11/18 & 11/19; WV Office of Technology representative will meet with Finance Committee; Rule Making Committee – 4 boards attended regarding waived fees for service members.

PERD Audit: Preparing for upcoming audit.

Old Business:

GRaCe Program: Follow up regarding program being implemented in Lewis County, WV – students are not assistant counselors. Students who took the GRaCE training earned a Recovery Coach certificate as Youth Life coaches.

Annual License Fees (Discount for two-year renewal) – Determined to not be feasible for the Board.

Reciprocity Committee: Tony Onorato, chair, reported that committee is moving forward to implement a shared data base with other states. 14/15 states polled – all different regarding reciprocity. Looking to move toward uniformity in all states. Tele-health/counseling suggesting an origin based system.

Board Appointments:

Letter approving Patrick Ward as MFT representative on the Board was received as well as re-appointment of Lisa Westfall.

Next Board Meeting: Friday, December 13, 2019 (telephonic).

Adjourn

A motion to adjourn was made at 3:30 p.m. (M/S/P: Westfall/Jones)

Respectfully Submitted,

A handwritten signature in blue ink that reads "Regina Burgess".

Regina Burgess, MS, CRC, LPC
Secretary