



**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, April 3, 2020 @ 10:00 AM –12:00 PM

The WV Board of Examiners in Counseling held a board meeting on April 3, 2020. The meeting was called to order at 10:05 AM.

**Board Members Present: (via Zoom)**

Guy Gage, Chair  
Regina Burgess, Secretary  
Lisa Westfall  
Anthony Onorato  
Patrick Ward  
Jeff Jones

**Others Present: (via Zoom)**

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:**

None

**New Business:**

Viable **Technology** options for Cheryl and Amber are needed to work from home due to COVID-19 restrictions. Referred to the Finance Committee for discussion and possible resolution.

**30 Day Rule:** Emergency extension needed of the 30 day rule. Possible Executive Order from the Governor. Keith indicated other boards have received Executive Orders from the Governor.

Motion to petition the Governor for Executive Order. Patrick and Tony will develop protocol. (M/S/P: Jones/Onorato)

**Telehealth (distance counseling)** not prohibited for provisional counselors if the required supervision is being adhered to.



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**Interns:** Refer to our rule.

**Complaint Committee Protocol/Procedures:** Motion for complaint committee (2 board members assigned) to review complaint, response and supplemental documents to make determination/assessment of probable cause and recommendation how to proceed. (M/S/P: Onorato/Jones) 1 opposition

Motion to accept the above procedure. (M/S/P: Onorato/Jones) 1 opposition

Motion to suspend payment to complaint committee members. (M/S/P: Ward/Jones)

**Old Business:**

**LPC's coming out of retirement:** Put a work group together to write a blanket protocol/statement. Lisa and Tony agreed to work with Amber and Cheryl to develop.

Motion for coming out of retirement protocol development. (M/S/P: Jones/Ward)

**Revision of Investigative Complaint Report** – Template developed for Investigation Report; Lisa and Patrick created draft template for board review.

Motion to accept the template as revised after review. (M/S/P: Onorato/Jones)

**Credentialing Committee** - The following individuals were approved for licensure:

**Licensed Professional Counselor – LPC:**

Rebecca Bartle – Endorsement from Texas

Lori McCready – Endorsement from Ohio

Tammy Chaney

Jason Deussenberry

Jessica Haring

Rhonda Henning



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Sarah Puskavich

Lisa Steffich

Amy Taylor

Patricia Vann

Courtney Zemerick

Motion was made to accept the above list of LPCs. (M/S/P: Jones/ Onorato)

Upcoming Board meetings:

June 5 (Flatwoods meeting)

August 28 (phone meeting)

October 23 (face to face meeting)

December 4 (phone meeting)

**Adjourn**

A motion to adjourn was made at 12:00 p.m. (M/S/P: Gage/Burgess)

Respectfully Submitted,

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

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Regina Burgess, MS, CRC, LPC  
Secretary