

**West Virginia Board of Examiners in Counseling  
Meeting Minutes  
February 1, 2013**

The WV Board of Examiners in Counseling held a board meeting on February 1, 2013 at Marshall University Graduate College. The meeting was called to order at 10:30AM.

**BOARD MEMBERS**

**PRESENT:**

Deb Frost, Chair  
Dr. Christine Schimmel, Secretary (via telephone)  
Dr. Lori Ellison  
Dr. Marilyn Cassis  
Beth Wright-Bragg (via telephone)  
(Via phone due to heavy snow)

**OTHERS PRESENT:**

Jean Ann Johnson, Executive Director  
Roxanne Clay, Program Coordinator

**QUORUM ESTABLISHED:**

A quorum was established.

**MEETING MINUTES:**

Minutes from December 7, 2012 were reviewed. Motion made to accept. M/S/P (Cassis/Ellison)

**MOMENT OF SILENCE:**

A moment of silence was held in remembrance of our former colleague on the Board, Robert Mays. Bob passed away December 19, 2012. His service to the Board was impeccable and he will be missed.

**REVIEWING ONLINE  
CE PROGRAMS:**

A discussion was held regarding the Board's role in approving online approval for CE offerings.

**CREDENTIALING:**

The credentialing committee recommended the following persons for licensure: (M/S/P): (Schimmel/Wright-Bragg)  
Lori R. Nida-Reciprocity from VA  
Stacey L. Croscut-Reciprocity from NY  
Kristen Marie Bolian  
Jodie Russell

Newly Approved ALPS:

Jamie Jacobs

Stephanie Savitch

Linda Saltonstall, a VA LPC approved to supervise Emily Webb, provisionally licensed counselor

**APPLICANT LETTER:**

The Board reviewed a letter sent to them by an applicant.

**GUESTS:**

Susie Mullens and Tammy Lewis came to speak to the Board about licensure for Addictions counselors. This group is requesting that the Board not oppose their sunrise application for a new, separate board for licensing drug and alcohol counselors.

**PROMOTIONS:**

ED is recommending a promotion to reflect the exemplary work of the PC. The new title being proposed is Program Director. The Program Director will be responsible for her current duties with additional ones being added including learning the new Oasis Program. A motion was made to change R. Clay's position title and issue a raise commensurate with the new title. M/S/P (Cassis/Wright-Bragg).

**CACREP LETTER:**

The Board reviewed a letter received from CACREP regarding the new requirements for counselors by the Department of Defense. The DOD is requiring graduates from a CACREP program and to have taken and passed the NBMHC exam. This was the primary impetus behind the Board going on record as accepting the NBMHC exam.

**P-CARD REPORT:**

P-card reports from Jean Ann Johnson and Roxanne Clay were reviewed for October, November, & December, 2012. P-card activity was reviewed and a motion was made to accept P-card activity. M/S/P (Frost/Ellison)

**ANNUAL DISCLOUSE:**

Board members' annual disclosure statements are now due.

**RENEWAL PROCESS  
UPDATE:**

Renewal process is being updated. Based on the current rule, LPC those have already renewed twice before beginning with this renewal cycle, they may complete their renewal online and submit it electronically with a credit card payment.

**EXECUTIVE DIRECTOR'S  
REPORT:**

Financial status of the account is \$42816.12.  
Annual reports were completed and submitted to the  
Governor's office in a timely manner.

**BOARD APPOINTMENTS:**

There are currently no updates from the Governor's office  
on new Board appointments. The appointment to replace  
Frank Hartman has not come through yet. The Board will  
be submitting a list of prospective appointments to the  
Governor's office to fill the seat left vacant from the  
passing of Robert Mays.

**CENTER EXECUTIVE  
SESSION:**

Motion was made to enter executive session – 2:25PM  
M/S/P (Schimmel/Frost)

Case 07-07: LPC was sanctioned and put under consent  
order. The LPC never completed the conditions of the  
consent order. The LPC is now asking to be given the  
opportunity to be reinstated in good standing and apply for  
licensure in OK.

**EXIT EXECUTIVE  
SESSION:**

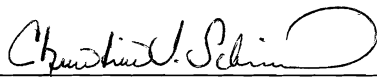
Exited executive session – 2:39PM

**CASES:**

07-07: LPC must disclose necessary information to OK  
Licensure board and comply with their recommendations.  
M/S/P (Cassis/Frost)

**MEETING ADJOURNED:**

The meeting was adjourned at 2:37PM  
M/S/P (Schimmel/Frost)



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Respectfully Submitted by Dr. Christine Schimmel