

**West Virginia Board of Examiners in Counseling Board Meeting**  
**May 3, 2013**  
**Meeting Called to order 10:08 AM**

Board Members Present:       Debbie Frost, Chair  
                                      Beth Wright-Bragg  
                                      Dr. Chris Schimmel, Secretary  
                                      Dr. Marilyn Cassis  
                                      Dr. Lori Ellison

Others Present:               Jean Ann Johnson, Executive Director  
                                      Roxanne Clay, Program Director

Meeting Minutes:            Motion to accept the minutes from the meeting dated February 1, 2013. M/S/P  
                                      (Wright-Bragg/Ellison)  
                                      Motion to accept the minutes from the meeting dated March 19, 2013. M/S/P  
                                      (Cassis/Frost)

Credentialing: The following persons were submitted for licensure:

I-Chen Liu  
Christina R. Shy  
Ashley Stieger  
Aaron W. Vann  
Christa C. Raitz  
Dawn A. Dillon

The following persons were submitted for ALPS:

Kimberley Parsons  
Susan Hammond  
Wanda Riffe   M/S/P (Wright-Bragg/Frost)

P-Card Review:             Motion to accept P-Card activity for both Roxanne Clay and Jean Ann Johnson  
                                      (January, February, March 2013). M/S/P (Schimmel/Ellison)

ALPS Discussion:            A new applicant has requested that an ALPS who is retired be her supervisor.  
                                      The Board considered the question of whether or not an LPC who is retired can  
                                      continue to serve as an active ALPS. The Board agreed that as long as the ALPS  
                                      have maintained continuing education they can continue to serve as an ALPS.

Case Discussion:            A previously licensed professional counselor was not eligible to reinstate her  
                                      previous license as the license had been expired more than two years. She was  
                                      asking again for reinstatement. Code is specific on this issue and license will not  
                                      be reinstated.  
                                      Discussion on applicants out of compliance.

ACA Ethics 2014

Call for Suggestions:

Board members are encouraged to provide comments to ACA on the Code of Ethics revisions.

Applicant's Addresses:

The Board receives requests for addresses for folks completing work on their dissertations. The Board felt that with proper notification from the doctoral student's IRB, the Board would provide contacts to doctoral students.

Renewal Process Update:

As of May 1, 2013, 232 LPC's have completed the renewal process. 130 completed the process online. 102 completed the process the traditional way (via mail).

Executive Director's Report:

Current balance is \$77,872.64 as of May 2, 2013. The expenditure schedule is due Monday, May 6, 2013 at noon and this will be completed and submitted. There is an NBCC meeting in Greensboro, NC on August 8 and 9, 2013. NBCC will pay for up to two staff from the Board to attend. If any Board members are interested in attending, we need to register before May 15, 2013.

Corrections to Meeting Minutes:

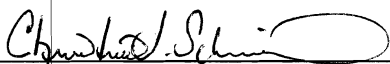
1. Correction for August 21, 2012 board minutes: The Cease and Desist for a provisional licensed counselor did not go out as the ED spoke with her the following Monday and proof was provided that she appropriately changed the item in question.
2. Corrections for October 19, 2013 board minutes: Case 05-12 it stated that a letter of reprimand would accompany the dismissal order. It should have read Information Letter instead of Letter of reprimand.

Board Appointment:

Currently there are several Board appointment issues before the Governor. Names have been submitted, however, to date, nothing has been done from the governor's office. ED Jean Ann will attempt to set up an appointment with the Governor himself and make a trip to the Capitol to see if she can get Governor Tomblin moving on these appointments.

Meeting Adjourned: 1:23pm M/S/P (Schimmel/Wright Bragg)

Respectfully Submitted:



Dr. Christine Schimmel, LPC Secretary