



**West Virginia Board of Examiners in Counseling Board**  
815 Quarrier Street, Suite 212  
Charleston, WV 25301  
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**Meeting Minutes**  
**FRIDAY, MAY 4, 2018 @ 10:00 AM**

The WV Board of Examiners in Counseling held a Special Board meeting on May 4, 2018 via telephone. The meeting was called to order at 10:09 AM.

**Board Members Present via telephone:**

Lori Ellison, Chair  
Chris Schimmel  
Lisa Westfall  
Marilyn Cassis  
Jeff Jones  
Guy Gage (absent)

**Quorum Established:**

A quorum was established.

**Public Comment:**

No one appeared before the board for public comment.

**Executive Director Pay Increase**

The purpose of this special meeting was to rectify an issue that was mishandled during the last meeting. At the last meeting, the ED, Roxanne Clay, was provided a raise based on her current salary at the time. However, the current salary at the time of the last meeting was incorrectly reported by the finance team. The raise provided at the last meeting would only have amounted to approximately \$104 dollars which is not commensurate with the promise of a raise following Ms. Clay's completion of her MA degree.

A motion was made to raise the ED salary to \$60,000. M/S/P (Schimmel/Westfall)

**Adjourn**

Motion to adjourn meeting at 10:17AM. M/S/P (Cassis/Schimmel)

Respectfully Submitted,

  
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Christine Schimmel, LPC