

West Virginia Board of Examiners in Counseling  
Minutes  
February 13, 2007

Time and Place: The West Virginia Board of Examiners in Counseling met February 13, 2007 at the South Charleston Campus of Marshall University.

Board Members Present: John Charonko, President  
Donna Evans, Board Member  
Deborah Frost, Board Member  
Robert Masson, Board Member  
John Niles, Secretary  
Chris Schimmel, Board Member

Others Present: Jean Ann Johnson, Executive Director

Quorum Established: The meeting was called to order at 10:27 a.m. A quorum was established.

Approval of Minutes: October 20, 2006 Minutes were read and approved. M/P (Schimmel).

Travel Forms: Travel forms were distributed and signed.

P-Card Approval: Having been examined and signed by Deborah Frost, the P-Card records for November, 2006 through January, 2007 were approved by the Board. M/S/P (Frost/Masson).

Rule Changes: The Board discussed changes in Series 1, Licensing Rule in preparation for a legislative committee meeting on February 15, 2007. Board members supported changes proposed by the attorney of the House Committee on Government Organization. M/S/P (Frost/Masson). The Executive Director reviewed specifications for a possible provisional license, which the Board proceeded to discuss. On Series 3, no changes were discussed.

ALPS Discussion: The Board discussed ways to ensure that applicants for licensure receive sufficient hours of supervision in proportion to their hours of practice (1 hour of supervision for every 20 hours of counseling). The Board instructed the Executive Director to draft letters of warning both to ALPS and to supervisees who are out of compliance.

Obligations of the ACA Code of Ethics should be highlighted.

Some ALPS are charging supervisees at high rates. The Board considered encouraging lower rates by offering ALPS continuing education credits in lieu of remuneration.

- Marriage and Family:** The Board noted Senate Bill 189 and House Bill 2530 that would establish a separate licensing board for marriage and family therapists. The Board will provide copies of the May, 2006 PERD report on the sunrise application to the relevant legislative committees.
- Executive Director's Report:** The Board's account balance on February 12, 2007 was approximately \$52,138.37. Financial documents for October through December, 2006 were available for review.  
The Board reviewed the form that accompanies our return of renewal applications that need to be resubmitted. The Board discussed how best to examine the renewal applications.
- Supervisory Guidelines:** Chris Schimmel reported progress on drawing up guidelines for supervisors of licensees who are under disciplinary actions.
- Office Rent:** Investigating possible new office space, the Executive Director met with a renter but found that the space was not feasible. The effort will continue.
- Credentialing:** The Credentialing Committee recommended ten applicants for licensure. The Board approved new licenses for Jose A. Avevedo, Martha Carol Grimes, Eric Hardison, Lenley Lewis, Romona Mayle, Raelynn Michael, Dorothy Shanley, Carol Smith, Charlene Vincent, and Carolyn Wood. M/S/P (Evans/ Charonko).
- Enter Executive Session:** The Chair announced that the Board needed to enter executive session in accord with WV Code 6-9A-4(b)(4) possible license suspension and 5-9A-4(b)(6) possible invasion of privacy. The Board voted to enter executive session. M/S/P (Schimmel/Niles). The Board then held preliminary discussion on five cases.
- Exit Executive Session:** The Board exited executive session. M/S/P (Evans/Frost).

**Complaint Summary:**

- Case #09-05: The LPC is to relinquish license in line with the Consent Agreement.
- Case #07-06: The Consent Agreement is being produced.
- Case #01-07: The Board, finding that there was no probable cause of violations, dismissed the complaint. M/S/P (Masson/Niles). Charonko, as a member of the Complaint Review Committee, abstained from voting.
- Case #02-07: The Board determined that there is probable cause of violations of the Code of Ethics clauses on Accurate Advertising and on Accurate Representation. The Consent Agreement will include an order to cease and desist misrepresentation of credentials, requirement of a 3-hour course in ethics to be completed within one year from an accredited institution that is approved by the Board and that reports to the Board, and coverage of Board expenses. M/S/P (Niles/Frost). Charonko and Evans, as members of the Complaint Review Committee, abstained from voting.
- Case #03-07: The Board, finding there was no probable cause of violations, dismissed the complaint. The Board will send a letter to the licensee advising how to improve some aspects of practice. M/S/P (Evans/Niles). Schimmel and Frost, as members of the Complaint Review Committee, abstained from voting.
- Former Licensee: It has come to the Board's attention through reports by some LPC's that Heather Hagerman is falsely presenting herself as a currently licensed LPC. The Board decided that a letter will be sent to her to tell her that she is to remove all such references by March 15, 2007. If the references are not removed, notice may be sent to the WV board of Examiners in Social Work.
- Adjournment: The meeting adjourned at 3:46 p.m. M/S/P (Niles/Frost).

Respectfully submitted,

John H. Niles, Secretary