

**West Virginia Board of Examiners in Counseling**  
**Minutes**  
**July 22, 2008**

Time and Place: The West Virginia Board of Examiners in counseling met July 22, 2008 at Marshall University Graduate College's South Charleston campus.

Board Members present: John Charonko, Chair  
Chris Schimmel, Secretary  
Deb Frost  
Donna Evans  
Bob Masson via telephone  
Excused Absence – Adrienne Biesemeyer

Others Present: Jean Ann Johnson-Executive Director  
Roxanne Clay-Assistant to the Executive Director

Quorum Established: Meeting called to order at 9:14am. A quorum was established.

Approval of Minutes: Minutes were reviewed for April 11, 2008 WVBECC meeting.  
Minutes were approved. M/S/P (Schimmel/Evans)

Travel Forms: Travel forms were distributed and signed.

P-Card Approval: Having examined the P-Card records for April, May, and June 2008. All records were in order. The board approved all purchased. M/S/P (Frost/Charonko).

Credentialing: The credentialing Committee recommended 15 applicants for licensure. The Board approved new licenses for:

Amy Snyder Edwards  
Debra Amos  
Tina M. Rhodes  
Carole Fields Robison  
Rhea A. Varian  
Maryann Gillespie  
Earl Grey  
Donald M. Kissinger  
Kimberly Geer  
Kelly Michelle Sergent  
Jennifer A. Young

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J. Travis Gibson

Tonia M. Jones

Tracy E. Carter

Cheri Timko

M/S/P (Frost/Evans)

**Marriage and Family**

**HB 4146:**

Jean Ann updated the board on issues pertaining to meetings held with regards to the status of the Marriage and Family proposal. WVLPCA has written a letter supporting that a close examination of the similarities between marriage and family and other areas of counseling occur and therefore does not require the development of a new and separate board to oversee the practice in West Virginia.

The WVBE is pleased to know that the WVLPC Association has chosen to take the forefront on the issue of marriage and family licensure.

**Applicant File**

**Review Discussion:**

1. Credentialing committee requested a full board review of an applicant file for reciprocity from IL. At this time, the applicant has not completed the necessary paperwork for consideration.
2. Applicant applied for licensure 5/28/08 for reciprocity. Applicant is LPCP in IN (4/1/08) and is on probation October 2004 through September 2008. Will continue to review status at next meeting.
3. Applicant filed 3/17/08. Got provisional license. Was working at residential addictions facility and was fired for questionable relationship with a minor at the facility. DHHR is investigating and will cooperate with the Board on this issue. Motion was made to send letter to applicant asking her to explain her side of this matter M/S/P (Charonko/Frost).

**Executive Director's**

**Report:**

The new office is located at 815 Quarrier St., Suite 212, Charleston, WV 25301. Office is furnished and open for business. The office is located on the 2<sup>nd</sup> floor with easy

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elevator access as well as stair access. Several visitors have come by. Executive director commended for getting office up and running.

Current balance is \$82,007.33 as of July 22, 2008. It was noted that renewals will begin to come into the board within the next 6 months and will create additional revenue for the board.

Financial records were reviewed and approved.

Chris, Bob and Jean Ann spoke at the Counseling Conference on May 15, 2008 in Charleston. The evaluations for the presentation were positive. Comments included “very helpful” and “a lot of helpful information.”

Executive Director reported that Roxanne Clay has done a very nice job creating paperwork that helps track applicant files and paperwork and status for licensure as well as backing up data electronically. Ms. Clay was asked if there was anything the board could do to aide her in her transition to the full-time position and she responded that all is well for now.

Complaint Committee  
Report:

Case #05-07 – Still awaiting receipt of consent agreement  
Case #06-05 – Has completed all requirements of the consent agreement. Motion made to restore to full licensure. Motion passed M/S/P (Charonko/Evans)  
Case #08-07 – Quarterly report submitted. Counseling in progress. Fees not paid. Reviewed therapist’s report and asked for continued clarification on items related to treatment.

Retirement Status:

Board reviewed term “retirement status.” Board determined that “retirement status” means that persons must only do volunteer work and maintain continuing education at ½ the amount of a full LPC and pay ½ the fee associated with licensure maintenance.

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Board Appointments: Currently there is NO CONFIRMATION OF NEW APPOINTEES FROM GOVERNORS OFFICE.

Annual Elections: Nomination of D. Frost for Chairperson of the board for the next year. Nomination of C. Schimmel for secretary of the board for the next year. No other nominations were made. Motion to close nomination and accept slate of officers. Motion passed M/S/P (Charonko/Masson)

Adjourn 12:10pm M/S/P (Evans/Frost)

Respectfully submitted,

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Christine Schimmel, Secretary