



West Virginia Board of Examiners in Counseling Board

815 Quarrier Street, Suite 212

Charleston, WV 25301

Telephone: (304) 558-5494 Fax: (304) 558-5496

**Meeting Minutes
FRIDAY, AUGUST 21, 2015**

The WV Board of Examiners in Counseling held a board meeting on August 21, 2015. The meeting was called to order at 10:11AM.

Board Members

Present:

Christine Schimmel

Deb Frost

Lori Ellison

Marilyn Cassis

Beth Wright-Bragg

Guy Gage

Others Present:

Jean Ann Johnson, Executive Director

Roxanne Clay, Assistant Executive Director

Quorum Established:

A quorum was established.

Executive Session:

A Motion was made to enter Executive Session. M/S/P: Schimmel/Gage

Executive Session.

A motion was made to exit Executive Session. M/S/P: Schimmel/Ellison

Public Comment Period:

Applicant #1 appeared before the board to speak on the behalf of her appeal of the Board's decision to deny her application for an MFT License.

Applicant #2 appeared before the Board to respond to his denial of a Provisional counseling license.

Re-Enter Executive Session:

Motion to enter Executive session. M/S/P: Frost/Cassis

The Board discussed Applicant #1 who appeared before the Board.



West Virginia Board of Examiners in Counseling Board
815 Quarrier Street, Suite 212
Charleston, WV 25301
Telephone: (304) 558-5494 Fax: (304) 558-5496

Meeting Minutes
FRIDAY, AUGUST 21, 2015

The Board discussed Applicant #2 who appeared before the Board.

The Board discussed an applicant for licensure renewal.

The Board discussed an application for renewal.

The Board discussed an applicant's request to use an ALPS that has had a history of not providing consistent supervision to previous applicants.

A decision needed to be made regarding a recent ALJ decision.

Motion to exit Executive Session. M/S/P: Wright-Bragg/Cassis

In response to Applicant #1 who appeared before the Board, the Board decided to re-examine the transcripts. The Board also decided to allow this applicant to take the exam and proceed with pursuing licensure as an MFT. M/S/P: Frost/Cassis

In response to Applicant #2 who appeared before the Board, the Board decided to deny the application. A motion was made to that affect. M/S/P: Gage/Wright-Bragg

CASE #01-16: The Board determined to initiate a Board issued complaint against the LPC. A motion was made to that affect. M/S/P: Frost/Gage

CASE #02-16: The Board determined to initiate a Board issued complaint against the LPC. A motion was made to that affect. M/S/P: Cassis/Schimmel

The Board determined to take no action against ALPS at this time but rather to monitor the supervision activity. The Board asked ED to send a letter to all current ALPS reminding them that negligence on their part as a supervisor may result in disciplinary action and could result from lack of attention to their supervision responsibilities. A motion was made to that affect. M/S/P: Cassis/Wright-Bragg

A motion was made to accept the ALJ's decision in a recent license denial. M/S/P: Frost/Cassis

Travel:

Board members completed travel authorizations.



West Virginia Board of Examiners in Counseling Board

815 Quarrier Street, Suite 212

Charleston, WV 25301

Telephone: (304) 558-5494 Fax: (304) 558-5496

Meeting Minutes

FRIDAY, AUGUST 21, 2015

Approval of Minutes:

A motion was made to accept April 24, June 5, July 28, 2015 minutes. M/S/P: Cassis/Wright-Bragg

P-Card Review:

Guy Gage reviewed the P-Card records for the months of April May June July of 2015. It is noted that ED, Jean Ann Johnson had no charges on this set of P-Cards. ED Jean Ann Johnson will no longer maintain a card. M/S/P: Gage/Frost

Executive Director Report:

Current balance is \$229,533.00 as of August 21, 2015

Assistant ED Report:

We had 881 license renewals including retirement licenses. Current numbers of LPCs is: 864 Active LPCs and 17 in retirement status LPCs.

101 Provisionally licensed counselors.

5 MFTs

2 Provisionally licensed MFTs

108 with an expiration date of 6/30/2015 that can still renew

WVBEC staff is still undergoing training in OASIS system. This will affect payroll and travel.

The go live date for the new payroll process is November 14, 2015. The new Travel process will not go live until mid 2016.

On August 12, 2015 Roxanne attended the required PCard Coordinator Training.

October she will attend the state purchasing conference.

She will also attend, in October, a cyber-security training.

In December, the annual auditor's conference will be held. This year's conference will be held December 1 at the Charleston Marriott. All Board members are required to attend this conference at least once in their term on the Board.

AASCB will be held January 6-8, 2016 in Tampa, FL. We need to register a Board member before the early bird registration has expired.



West Virginia Board of Examiners in Counseling Board
815 Quarrier Street, Suite 212
Charleston, WV 25301
Telephone: (304) 558-5494 Fax: (304) 558-5496

Meeting Minutes
FRIDAY, AUGUST 21, 2015

Credentialing: The credentialing committee recommended the following persons for licensure:
(M/S/P): Frost/Schimmel

Applicants ready for LPC review & approval:

Misti D. Slaughter
Sierra Shapiro
Stacy M. Gooden
Melissa Dawn Cowan
Tyler R. Burns
Ladonna G. Johnson
Nancy Hunter Adkins

New ALPS

Aaron C. Medina – Harrison
Richard Southall – Harrison
Theresa Bishop – Mercer
Thomas Lester - Cabell

Job Descriptions:

The Board reviewed options for job descriptions. As the discussion on job duties and responsibilities progressed, it was felt that the Board needs to take a special meeting to work through issues related to organizational structure.

Financial Reports:

The Board ED presented financial statement from the Oasis System for the month of July 2015 in order for the Board to examine finances for the Board. Board staff will continue to mine the Oasis system for reports that easily detail the revenues and expenditures of the Board.

Chris Schimmel – Portability of Licensure:

Chris provided an update on licensure portability and an update from ACA. She also provided literature supporting the Boards move to the requirement of a CACREP degree for licensure.

Beth Wright-Bragg - TeleHealth:

Beth updated the Board on her involvement with Telehealth. She provided a suggested update for the Board website on the issue of Distance Counseling. The Board is of the opinion that we may need to



West Virginia Board of Examiners in Counseling Board
815 Quarrier Street, Suite 212
Charleston, WV 25301
Telephone: (304) 558-5494 Fax: (304) 558-5496

Meeting Minutes
FRIDAY, AUGUST 21, 2015

develop and adopt a rule that addresses distance counseling. Currently, the Board only offers an opinion on the matter.

Deb Frost – CORE/CACREP Merger:

Deb provided the Board with an update on the merger between CORE and CACREP.

Marilyn Cassis – Drug Courts:

Marilyn gave an update on the status of drug courts in WV.

Series 8 Clarification:

The Board had a discussion regarding how MFT application materials are reviewed. It was discussed that the title "Marriage and Family" may not have to appear on the title of the degree. It will occur on a case by case basis. It was suggested that Marilyn be present for reviews of all MFT applications.

Executive Director:

Jean Ann Johnson will retire from the Board on December 31, 2015. A discussion was held regarding filling her role as ED. A discussion was held regarding finding a replacement ED.

Meeting Adjourned:

The meeting was adjourned at 5:13 pm M/S/P: (Cassis/Gage)

Respectively Submitted,

A handwritten signature in blue ink, appearing to read "Christine Schimmel".

Dr. Christine Schimmel, Secretary, LPC