



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

Meeting Minutes

FRIDAY, DECEMBER 13, 2019 @ 10:00 AM – 11:00 AM

The WV Board of Examiners in Counseling held a telephone board meeting on December 13, 2019. The meeting was called to order at 10:03 AM.

Board Members Present:

Guy Gage, Chair
Regina Burgess, Secretary
Lori Ellison
Anthony Onorato
Jeff Jones

Others Present:

Tanika , WVCA Representative
Cheryl Henry, Executive Director WV LPC Board
Keith Fisher, Attorney General Representative

Quorum Established:

A quorum was established.

Public Comment:

No one appeared before the board for public comment.

Enter Executive Session: (M/S/P Jones/Ellison) 10:07 a.m.

Complaint Committee:

A. Complaint Cases – Currently Monitoring or Pending cases:

1. 07-19 – Date Received 03/21/2019; 18-month mark – 09/20/2020
Pending receipt of investigative report – Cheryl will f/u on report. Jean Ann meeting with all investigator on 12/17
2. 01a-20 – Date Received 07/01/2019; 6-month mark – 12/30/2019; 18-month mark – 01/01/2021
Given to investigator 9/6/2019



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3. 01b-20 – Date Received 07/01/2019; 6-month mark – 12/30/2019; 18-month mark – 01/01/2021
Given to investigator 9/6/2019
4. 02-20 – Date Received 07/22/2019; 6-month mark – 1/21/2020; 18-month mark – 01/22/2021
Given to investigator 9/6/2019
5. 03-20 – Date Received 08/01/2019; 6-month mark – 1/30/2020; 18-month mark – 01/20/2021
Given to investigator 10/24/2019
6. 04-20 – Date Received 08/22/2019; 6-month mark – 2/21/2020; 18-month mark – 02/21/2021
Given to investigator 10/24/2019
7. 05-20 – Date Received 11/12/2019; 6-month mark – 5/11/2020; 18-month mark – 05/11/2021
Pending investigator assignment – Cheryl asked Jean Ann to speak to investigators about possibility of taking more than one
8. 06-20 – Date Received 11/19/2019; 6-month mark – 5/18/2020; 18-month mark – 05/19/2021
Pending LPC response
9. 07-20 – Date Received 11/21/2019; 6-month mark – 5/20/2020; 18-month mark – 05/31/2021
Pending LPC response
10. 08-20 – Date Received 11/22/2019; 6-month mark – 5/24/2020; 18-month mark – 05/22/2021
Pending LPC response

Pending cases – discussion with Keith Fisher if it is possible to put together an investigative committee of board members to complete an investigation given



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we are short investigators. Guy - Procedural or structural changes? Complaint committee could review to see if a formal investigation is necessary. Won't need a motion – a new procedure for # 8,9,10 above. Change in our procedure still follows our rules.

B. Close Out Complaint Cases:

1. 03-19 – Consent Agreement and Order mailed on 11/15/2019 – C. L. = negotiated revised consent agreement. Cheryl sent to C. L. instead of attorney. Nothing from attorney to date. C.L. said she signed it with her attorney. Keith Fisher recommends setting a hearing if not received within a set deadline.
2. 06-19 – Consent Agreement and Order mailed on 12/02/2019 -revoked provisional – waiting on signing of agreement 30 days given
3. 08-19 – Consent Agreement and Order mailed on 12/10/2019- revoked license – waiting on signing of agreement 30 days given
4. 09-19 – Consent Agreement and Order mailed on 12/09/2019 – suspension and probation – waiting on signing of agreement 30 days given
Will know resolution by next board meeting

C. Possible New Board Initiated Complaints

1. 09-20 – Self-reported violation – licensee self reported/Cheryl asked for more details. Needs assigned to complaint committee to review.
2. 10-20 – Possible complaint from the member of the public – social worker brought the problem to board – 8 years ago a gentleman said LPC he saw unwanted sexual advances and affair. Cheryl provided him complaint paper work. LPC threatened him. LPC has prior complaints against her. Tabling to next meeting
3. 11-20 – Complaint filed on license in another state – Consent agreement signed with another state. Recently licensed in WV – 10/18; the other state reported to us after we licensed in WV. – 10/19 - assign to complaint committee

Exit executive session: (M/S/P:Jones /Onorato) 10:51 am

06-20, 07-20, 08-20 Motion to have complaint committee to review for recommendations. (M/S/P:Jones/Ellison)

03-19 Motion to send letter to give C.L. until 1/3 for response. (M/S/P:Jones/Onorato)

09-20,10-20, 11-20 motion to assign investigator. (M/S/P: Ellison/Onorato)



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Credentialing Committee

- B. New Licensees and ALPS (See attachment)
Total LPCs to date – 986
Total LMFTs to date – 9
Total ALPS to date– 249

A motion was made to accept the attached list of LPCs & ALPS (M/S/P:Onorato/Jones)

Finance Committee

Budgetary Reports (November and December) – Jeff Jones reviewed prior to meeting. No questions presented. We are within budget.

II. Executive Director's Report

- A. Records Retention Policy – Cheryl provided to Keith Fisher
- B. PERD Audit Update final submission given waiting for exit interview may be January.
- C. 2019 CE Audit – random 5% drawing total of 50. All but 2 received.
- D. Discussion – Investigator compensation (in-kind) - Cheryl asked other boards what they do. Maybe waiving their application renewal fee? Our investigators are not compensated. Will be discussed further at next meeting.

Old Business – no old business

Announcements:

Next Board Meeting: Friday, February 28, 2020 (in person).

Adjourn

A motion to adjourn was made at 11:03 AM. (M/S/P: Jones/Onorato)



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Respectfully Submitted,

A handwritten signature in blue ink that reads "Regina Burgess".

Regina Burgess, MS, CRC, LPC
Secretary