

**West Virginia Board of Examiners in Counseling**  
**Meeting Minutes**  
**February 20, 2015**

The WV Board of Examiners in Counseling held a telephone board meeting on February 20, 2015. The meeting was called to order at 10:12AM.

**Board Members**

**Present:**

Deb Frost, Chair, LPC  
Christine Schimmel, Secretary, LPC  
Marilyn Cassis, LMFT & LPC  
Lori Ellison, LPC  
Beth Wright-Bragg, LPC  
Absent-Guy Gage, LPC

**Others Present:**

Jean Ann Johnson, Executive Director  
Roxanne Clay, Program Director

**Quorum Established:**

A quorum was established.

**Staffing:**

ED, Jean Ann Johnson is now officially part time. PD, Roxanne Clay is full time and handles all day-to-day running of the WVBEC Office. Board President, Frost, outlined all responsibilities for the PD. Board President Frost proposed a pay raise for PD. This would also include a title change for the current PD to Assistant Executive Director. There was a great deal of discussion around the issue of pay raises and promotion and if the Board could afford to pay the increase. The motion was made to move to give a promotion to Roxanne Clay to become the Assistant Executive Director along with a pay increase. The Board is tasked with developing a job description for a part time position to be hired at a later date. Also, Board members would like to see job descriptions for the positions within the Board. M/S/P: (Frost/Ellison)

**Approval of Minutes:**

Several changes were requested. ED and secretary agreed to changes. A motion was made to accept the February 6, 2015 minutes with proposed changes. M/S/P (Frost/Ellison) (Cassis abstained from the vote)

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

**Applicants ready for LPC review & approval:**

Belinda Ellen Smith – Reciprocity MD  
Natalie Loretta Criss  
Shelley Coleman

**Disclaimer for LPC  
Teaching Oils:**

The Board took up the issue of an LPC providing training in the use of essential oils. The Board is concerned about that using the LPC credential behind the person's name would indicate that WVBECE would accept CEU's on this topic. Because the ACA Code of Ethics is very specific concerning the use of other modalities where there is not any empirical evidence or clinical research using these modalities in a professional counseling practice the Board cannot accept training in the use of essential oils for licensing renewal. All materials that advertise this training must indicate that this training is NOT approved by this WVBECE. M/S/P: (Frost/Ellison)

**Use of Incorrect Titles In  
Counseling  
Practice:**

**New – Holloway:**

Applicant for reciprocity for the MFT credential. Online the applicant currently represents themselves as an MFT. Board moved that a note be sent to applicant asking them to clarify on a website that they are not currently licensed in WV.  
M/S/P: (Frost/Cassis)

**Previous – Gibson:**

LPC applicant responded by correcting his credentials online.

**Rule Changes:**

Board reviewed and approved changes to Series 1, Licensing Rule. A motion was made to accept changes

made to Series 1 as of February 20, 2015. M/S/P:  
(Ellison/Frost)

Board reviewed and approved changes to Series 2, the Fees Rule. A motion was made to accept changes to Series 2 as of February 20, 2015. M/S/P: (Frost/Schimmel)

Board reviewed and approved changes to Series 3, Continuing Education Rule. A motion was made to accept changes to Series 3 as of February 20, 2015. M/S/P: (Schimmel/Wright-Bragg)


Board reviewed preparation for Series 8, 9, and 10 (parallel series for Marriage and Family Therapists).

**Board Member Appointments:** The Board discussed upcoming need for appointments. The Board will actively seek a lay person who has experience as an attorney.

**Elections:** The Board conducted elections. Nominations were open for Chair of the Board. Cassis nominated Lori Ellison for chair. M/S/P (Cassis/Frost) Chris Schimmel was nominated for Secretary. M/S/P (Frost/Wright-Bragg)

**Meeting Adjourned:** The meeting was adjourned at 12:37pm  
M/S/P: (Wright-Bragg/Ellison)

Respectively Submitted;

  
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Christine Schimmel, Secretary, LPC