

MINUTES

**Mississippi State Board of Examiners for Licensed Professional Counselors
Robert E. Lee Building
239 North Lamar Street, Suite 402
Jackson, MS 39201**

**Regular Board Meeting
Tuesday, June 27, 2017**

Board Members Present

Dr. Juawice McCormick, Chair, Congressional District IV
Dr. Walter Frazier, Congressional District-At-Large
Dr. Aretha Hargrove-Edwards, Congressional District II
Dr. Kimberly Sallis, Congressional District I
Steven Rollins Stafford, Congressional District III

Others Present

Wm. Jeffrey Jernigan, Board Attorney, Special Assistant Attorney General
LeeAnn Mordecai, Board Executive Director
Alice Gorman, Board CPA, Contract Agent-Cornerstone Consulting, Inc.
Kahne Simmons, MLPCA Board Liaison

I. Call to Order

The Regular Board meeting of the Mississippi State Board of Examiners for Licensed Professional Counselors ("Board") was called to order at 9:20 a.m. by Dr. Juawice McCormick, Chair ("Chair") on Tuesday, June 27, 2017. The meeting was held in the Robert E. Lee Building, 239 North Lamar Street, Suite 402, Jackson, Mississippi 39201. A roll call of Board members was taken and a quorum was present.

II. Board Operations

A. Minutes Approval

It was motioned by Stafford, seconded by Frazier, and unanimously agreed that minutes of the Tuesday, May 23, 2017, Regular Board meeting be approved as written.

B. Financial Matters

1. Outstanding Invoices for Payment

There were no outstanding invoices for payment.

2. Payment of Routine Expenditures

Gorman presented the LPC Board's *FY17 Year-to-Date Expenditures and Encumbrances to Budget* report, dated June 27, 2017. The report indicated \$186,676.89 as "available cash on hand".

Gorman presented the LPC Board's *Routine Expenditures for FY 2017* report, dated June 27, 2017. The report indicated a complete account of routine expenditures for July 2016 – May 2017 and a partial itemization for June 2017.

3. Trip Optimizer

The Board reviewed and discussed an e-mail from Ms. Laura Jackson, Executive Director, Mississippi Department of Finance and Administration, sent on June 27, 2017, regarding House Bill 938 – Trip Optimizer System. In general, the system will be used, effective July 1, 2017, to determine the most cost-effective method of travel by motor vehicle to conduct business on behalf of a state agency.

4. Travel Vouchers

It was motioned by Stafford, seconded by Sallis, and unanimously agreed to pay travel vouchers totaling \$510.39.

5. Accounting Services Contract

The Board reviewed and discussed a contract for accounting services, submitted by Denise DeRossette, President of Cornerstone Consulting Group, Inc. The contract period of performance is July 1, 2017– June 30, 2018. It was motioned by Sallis, seconded by Stafford, and unanimously agreed that the contract be approved.

6. Administrative Services Contract

The Board reviewed and discussed a contract for administrative services submitted by Kim Case, contractor. The contract period of performance is July 1, 2017 – June 30, 2018. It was motioned by Stafford, seconded by Frazier, and unanimously agreed that the contract be approved.

7. Web Management Contract

The Board reviewed and discussed Invoice #2017639, dated June 15, 2017, totaling \$4,600.00, from ProsonITech for licensing system management and virtual server monitoring/backup of database. The contract period of service is July 1, 2017 – June 30, 2018. It was motioned by Sallis, seconded by Stafford, and unanimously agreed that the invoice be approved for contractual services.

8. Refund Request of License Renewal Fee

The Board reviewed and discussed emailed communication from a counselor, dated June 22, 2017, in which the applicant requested a refund of fees paid (\$320.00) for licensure renewal. The Board will request that the individual surrender their license in order to be refunded. It was motioned by Frazier, seconded by Stafford, and unanimously agreed that funds be refunded contingent upon the receipt of surrendered license/wall certificate.

9. PEER Report #609

The Board reviewed and discussed the Peer Report. The Board took no action regarding that report.

III. Old Business

A. Rules and Regulations

1. Juris Prudence Exam/CCE Agreement

The Board reviewed and discussed a proposed Development and Administration Services Agreement offered by the Center for Credentialing and Education, Inc. (CCE) regarding the juris prudence exam. At 2:15 p.m., the Executive Director placed a telephone call to Ms. Patricia Cates, Chief Business Officer at CCE, for discussion of the proposal. Ms. Cates revised the proposal as requested by the Board. It was motioned by Sallis, seconded by Frazier, and unanimously agreed that the Board approve the agreement.

2. Juris Prudence Exam Rule

Effective July 1, 2018, the juris prudence exam must be passed as partial fulfillment of requirements for license renewal.

3. Rule 6.1 Biennial Renewal

The Board reviewed and discussed proposed changes. Revisions were made to Rule 6.1.A.3 to include a certificate of completion of the Mississippi Legal

and Ethical Responsibilities Examination (juris prudence). It was motioned by Frazier, seconded Stafford, and unanimously agreed that the revisions be approved.

4. Rule 6.2. Continuing Education Requirements

The Board reviewed and discussed proposed changes. Rule 6.2.A.3. was replaced. Rule 6.2.A.6 was excluded. It was motioned by Frazier, seconded Stafford, and unanimously agreed that the revisions be approved.

B. Legislative Agenda

The Board reviewed the rule which states that an appeal hearing of Board decisions for denial take place in the county in which the applicant resides. It was discussed that appeals for Board decisions can be filed in the applicant's county of residence, except in cases where that applicant resides outside of the state of Mississippi. If the applicant lives out of state, that applicant must file a complaint in Hinds County.

C. Mississippi Counseling Association (MCA) Annual Meeting – Call for Programs

McCormick reported that, in response to the *Call for Programs*, she submitted a proposal for the Board to present at the Annual Conference. The conference is scheduled for November 8-10, 2017 in Tupelo, Mississippi.

IV. New Business

A. Non-Board Approved Providers for CEH

The Board discussed and reaffirmed that continuing education hours (CEH) will be accepted only from Board pre-approved providers.

B. Request to Accept CEH for Renewal

1. License #0428 – The Board reviewed a request for special consideration to accept continuing education hours from a provider that is not Board pre-approved provider. It was motioned by Sallis, seconded by Stafford, and unanimously agreed that the Board not accept the continuing education hours.
2. License #0914 – The Board reviewed a request for special consideration to accept continuing education hours from a provider that is not a Board pre-approved provider. It was motioned by Stafford, seconded by McCormick, and unanimously agreed that the Board not accept the continuing education hours.

C. Request for Special Consideration for LPC-S Eligibility

The Board reviewed a request for special consideration to grant an LPC-S credential through exceptions to the eligibility rule. It was motioned by Frazier, seconded by Stafford, and unanimously agreed that the Board not approve the request.

D. National Counselor Licensure Endorsement Process (ASSCB, ACES, AMHCA, NBCC)

The Board reviewed and discussed each organization's endorsement process.

E. Rating of Legal Services

The Board reviewed and discussed communication, dated June 5, 2017, from Ms. Onetta S. Whitley, Deputy Attorney General, in the Office of the Attorney General. The Board was asked to complete a Performance Survey to rate legal services provided to the Board by Wm. Jeffrey Jernigan, Special Assistant Attorney General. It was motion by Frazier, seconded by Stafford, and unanimously agreed that the Board submit a rating of "Excellent".

F. E-Counseling Outside of the United States

This request was tabled until the next Board meeting, scheduled for Wednesday, July 26, 2017.

G. Recognition of Board Member

It was motioned by McCormick, seconded by Stafford, and unanimously agreed that the Board recognize Frazier for his services as a Board member, from July 1, 2012 - June 30, 2017. Frazier served a one-year term as Chair during his tenure. McCormick presented Frazier with a plaque.

The Board recessed for lunch at 11:45 a.m. The Board exited recess at 1:30 p.m.

V. Review of Licensure Applications - Executive Session

It was motioned by Stafford, seconded by Sallis, and unanimously agreed that the Board consider a motion to close the regular meeting to determine the necessity of an Executive Session. The Board determined that an Executive Session was needed to review applications and requests for hearings. It was motioned by Frazier, seconded by Stafford, and unanimously agreed that the Board go into Executive Session.

The Board entered into Executive Session at 2:40 p.m.

The Board signed Certificates of License and Board Qualified Supervisor (BQS) and reviewed BQS and LPC applications.

The Board approved requests to surrender licenses due to retirement and relocation.

The Board reviewed and discussed an application for LPC renewal and the attached background check (Form E). LPC will need to provide information to the Board regarding the incongruencies.

VI. Complaints/Denied Applications – Executive Session

Regarding 2017-07, it was motioned by Frazier, seconded by McCormick, and unanimously agreed to take no action.

Following completion of application reviews, it was motioned by Frazier, seconded by Sallis, and unanimously agreed that the Board approve the decisions made regarding applications.

**MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS
APPLICATION REVIEW - EXECUTIVE SESSION
Tuesday, June 27, 2017**

CR or Denied Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Grinstead, Phyllis Artelia	Denied		4	0
Talley, Maranda Burks	Approved		4	0

CR or Denied Apps for LPC	BOARD DECISION	ABSTENTION	YAYS	NAYS
Brunetti, Charlotte Faye	Approved		4	0
Boehmer, Christine Elizabeth	Approved		4	0

CR or Denied Apps for LPC-S	BOARD DECISION	ABSTENTION	YAYS	NAYS
Harris, Wanda Raquel	Approved		4	0
Peeples, Kimberly Mason	Approved		4	0
White, Shanice Nicole	Continued Review		4	0
Gordon, Barbara M.	Approved		4	0

New Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Langley, Hannah Claire	Approved		4	0
Moore, Camilla Joy	Approved		4	0

Marinari, Maria Theresa	Approved		4	0
Neal, Jennifer Lynne	Continued Review		4	0
Ashford, Roslyn L.	Denied		4	0

New Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Barr, Shania Tramaine	Approved		4	0
Norris, Tim A.	Continued Review		4	0
Smith, Regina W.	Continued Review		4	0
Martin, Margaret Lane	Approved		4	0
Williams, Mittie D.	Approved		4	0

New Apps for LPC-S	BOARD DECISION	ABSTENTION	YAYS	NAYS
Rea, Brandy S.	Approved		4	0

<p>MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS License Report to Board - June 27, 2017</p>
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Licensed Since Last Meeting - May 23, 2016	Issue Date	Lic Number
Meg Hanson Blaylock	6/14/2017	2189
Megan Buffum Bunniran	5/24/2017	2184
Lauren Murchison Clevenger	6/9/2017	2186
Connie Blake Holland	5/24/2017	2183
Mary Elizabeth Ketchum	6/14/2017	2188
Meagan Elizabeth McLeod	5/25/2017	2185
Kassie Rose Terrell	6/12/2017	2187
Rebecca Jann Wages	5/24/2017	2182

License Retired		
	Lic#	Issue Date
Michael James Gandy	#0119	5/5/1987
David L. Foster	#0629	8/22/1997
Doreen H. Hill	#0898	2/16/2002
Mary L. Hinton	#0510	5/18/1996
Darvs Quinn Gallaher	#0245	11/15/1988

Licensees to change status to "Voluntarily Surrendered"			Lic Number
Foley, G. Logan	moved out of state		1013

MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS Executive Session - June 27, 2017

COMPLAINTS	BOARD DECISION	Investigating Board Member
2013-02	No Update	Update on Appeal
2015-09	No Update	J. McCormick
2016-04	Update on Order (11/30/17)	W. Frazier
2016-05	Update on Order (11/30/17)	W. Frazier
2016-06	No Update	J. McCormick
2016-07	No Update	J. McCormick
2016-20	Pending Agreed Order	J. McCormick
2016-22		S. Stafford
2016-25		J. McCormick
2016-28		S. Stafford (reassigned)
2017-05	has requested a hearing	
2017-06	Issue Cease & Desist	K. Sallis
2017-07	Take No Action	W. Frazier
2017-08 Denied Application	May 24 - Administrative Hearing 1:30 p.m. (to be rescheduled)	S. Stafford
2017-09	No Update	W. Frazier
2017-10	Assigned	J. McCormick

It was motioned by Sallis, seconded by Frazier, and unanimously agreed that the Board exit Executive Session. The Board exited Executive Session at 5:06 p.m.

Next Meeting

Regular Meeting of the Board

Wednesday, July 26, 2017, 9:00 a.m.
Robert E. Lee Building
239 North Lamar Street, Suite 402
Jackson, MS 39201

VII. Adjourn

It was motioned by Sallis, seconded by Frazier, and unanimously agreed that the meeting be adjourned.

The meeting was adjourned by McCormick at 5:06 p.m.

Approved this the 25th day of August, 2017.

/s/

/s/

Board Chair

Board Member