

MINUTES

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

**Special Called Board Meeting
Friday, December 8, 2017
(Via Teleconference)**

Board Members Present

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

Others Present

Wm. Jeffrey Jernigan, Board Attorney, Special Assistant Attorney General
LeeAnn Mordecai, Board Executive Director

I. Call to Order

The Special Called Board meeting of the Mississippi State Board of Examiners for Licensed Professional Counselors (“Board”) was called to order at 3:03 p.m. by Dr. Juawice McCormick, Chair (“Chair”) on Friday, December 8, 2017. The Regular Board meeting was cancelled due to inclement weather. The Special Called meeting was held via teleconference. Connections were provided through Century Link Conferencing. A roll call of Board members was taken and a quorum participated.

II. Board Operations

A. Minutes Approval

It was motioned by Sallis, seconded by Stafford, and unanimously agreed that minutes of the Friday, October 27, 2017, Regular Board meeting be approved as amended.

It was motioned by Stafford, seconded by Sallis, and unanimously agreed that minutes of the Wednesday, November 1, 2017, Special Called meeting (via teleconference) be approved as amended.

It was motioned by Stafford, seconded by Strebeck, and unanimously agreed that minutes of the Thursday, November 9, 2017, Regular Board meeting (held in Tupelo, Mississippi) be approved as amended.

B. Financial Matters

Alice Gorman, Cornerstone Consulting, Inc., was not available to discuss financial matters pertaining to the Board.

1. Outstanding Invoices for Payment – tabled
2. Payment of Routine Expenditures – tabled
3. Travel Vouchers (MCA Conference and December Board meeting) - tabled
4. Board Books Hardware
Mordecai briefly discussed a Mississippi ITS Apple Express Product List, provided by Gorman. The Board intends to purchase iPads for use during meetings. It was motioned by Sallis, seconded by Stafford, and unanimously agreed to authorize Mordecai, Strebeck, and Gorman to investigate the specifications for the equipment and move forward with purchases. The Board has an approved budget of \$5,000 to cover purchase costs.

Attorney Jernigan joined the meeting at 3:41 p.m.

Mordecai reminded the Board that she and Jernigan will be attending the American Association of State Counseling Board (AASCB) National Conference, scheduled for January 10-12, 2018, at the Embassy Suites Riverwalk in San Antonio, Texas. McCormick reminded the Board that she nominated Mordecai to serve as Executive Director of AASCB.

III. New Business

A. Request to Renew Lapsed License

The Board reviewed a request for renewal, dated November 17, 2017, from a counselor whose license (#0816) lapsed on June 30, 2014. The counselor did not provide sufficient information to justify having a lapsed license. It was motioned by Stafford, seconded by Sallis, and unanimously agreed to deny the request for renewal.

B. Classification of Persons with “Supervisee” Status, but Have No Supervisor

Mordecai informed the Board that there are 527 applicants with supervisee status. Of that number, 184 applicants do not have active supervision agreements and have not been licensed. Applicants with such status will be notified by email that they have 90 days to complete the process of obtaining an active supervisor/supervisee agreement or they will be removed from the Board database. The new agreement must be submitted to the Board for approval.

C. Classification of Persons with “Applicant” Status, but Whose Applications Were Denied

Mordecai informed the Board that there are several persons who are listed with “Applicant” status, but whose applications were denied. The Board decided that those persons’ status should be changed from “Applicant” to “Denied”.

D. Rule 7.2. Exemption from Licensure

The Board discussed Rule 7.2 as follows:

- K. Any non-resident temporarily employed in this state to render counseling services for not more than thirty (30) days in any year, if in the opinion of the Board the person would qualify for a license under this chapter and if the person holds any license required for counselors in his home state or country; and,

Mordecai intends to investigate the policy and procedures for the state of Alabama and Georgia. Thereafter, the Board intends to further discuss Rule 7.2 for possible revisions, if necessary.

E. Curriculum Review Request

The Board received a request from a potential applicant for curriculum review of studies completed (60+ hours) in rehabilitation counseling to determine whether or not it meets coursework requirements for licensure. The inquirer will be advised to submit an application to the Board. Afterwards, the Board will review documents received to determine whether or not that curriculum is a clinical-based program.

F. Complaint/Disciplinary Hearing Rule and Procedure

The Board decided that persons who request a hearing must be present on the scheduled hearing date.

G. Conflict of Interest Statement

The Board discussed the need for each member to sign a *Conflict of Interest Statement*. Attorney Jernigan will draft a statement for review and further discussion.

IV. Continued Review Application

The applicant’s request for a hearing will be granted. The hearing is set during the next Board meeting, scheduled for January 23, 2018.

V. Old Business

A. License #1035 – Sign Consent Order, Review Documentation Submitted

In accordance to *Rule 2.3.A – Reapplication and Lapsed License Fee and Process*, the Board decided that License #1035 will not be issued with a retroactive date. The Board agreed a new license number will be assigned, which will expire on June 30, 2019, if the documentation to fulfill the Board's requirements are received.

B. University Counseling Program Coordinators

University Counseling Program Coordinators and Chairpersons will be invited to attend an information meeting with the Board on February 16, 2018, at 1:00 p.m. The session will focus on discussion and updates of Board policies and statutes. The gathering will be held on site, after the Regular Board meeting adjourns.

C. Legislative Agenda

The Board is awaiting a response from Lee Ann Mayo of Capitol Resources, LLC, regarding updates on proposed legislation for House Bill 708. Representative Sam C. Mims, V (R-McComb) and Senator Dean Kirby (R-Pearl) are working with Lee Ann to introduce the bill to legislators.

VI. Complaints/Denied Applications

2017-09 (Agreed Order)

Discussion was tabled until the next meeting, scheduled for January 23, 2018.

2017-11

It was motioned by Stafford and seconded by Hargrove-Edwards to accept a recommendation from McCormick to take no action. Ayes – 3; Nays – 0; Abstention – 1 (McCormick).

2017-14

Sallis informed the Board that this case will be reopened.

2017-18

The Board received an anonymous complaint against a newly licensed counselor for false advertisement. It was motioned by Strebeck, seconded by Stafford, and unanimously agreed to accept the complaint for review and assign to a Board member to investigate.

2017-22

The Board agreed that a letter to cease and desist be sent in reference to this complaint.

VII. Next Meeting

Regular Meeting of the Board

Tuesday, January 23, 2018 – 10:00 a.m.

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Jackson, MS 39201

IIX. Adjourn

It was motioned by Stafford, seconded by Hargrove-Edwards, and unanimously agreed that the meeting be adjourned.

The meeting was adjourned by McCormick at 5:43 p.m.

Approved this the 23rd day of January, 2018.

/s/

Board Chair

/s/

Board Member