

MINUTES

Mississippi State Board of Examiners for Licensed Professional Counselors
Regular Board Meeting
Suite 402; Robert E. Lee Building
239 North Lamar Street; Jackson, Mississippi
May 21, 2015

Board Members Present

Dr. Walter Frazier, Chair
Dr. Juawice McCormick, Vice-Chair
Dr. Glenn Waller
Dr. Diane Williams

Others Present

Jeff Jernigan, Attorney General's Office
LeeAnn Mordecai, Executive Director
Alice Gorman, Accountant - Cornerstone Consulting Inc.

Board Members Absent

Dr. Susan Carmichael

I. Call to Order

The Regular Board meeting of the Mississippi State Board of Examiners for Licensed Professional Counselors ("Board"), held in the Board office at Suite 402 of the Robert E. Lee Building located at 239 North Lamar Street in Jackson, Mississippi, was called to order at 9:10 a.m. by Dr. Walter Frazier, Chair ("Chair") on May 21, 2015. A roll call of members was taken and a quorum was present.

II. Board Operations

A. Financial Matters

1. Financial Report

The Board reviewed Routine Expenditures and Encumbrances to FY2016 Budget as presented by Cornerstone Consulting representative Alice Gorman.

2. Outstanding Invoices for Payment

The Board reviewed outstanding invoices submitted for payment by Cornerstone Consulting, Inc., in the "Outstanding Invoices for Payment" Report.

3. FY17 Budget & Process

Ms. Gorman gave a financial report on the 2015 budget and an explanation on the budget submission. In July, work will begin on the FY17 budget that is due August 1. Gorman explained that a state-wide strategic plan serves as the guideline for all state agency budgets and plans. Per Ms. Gorman, all state budgets focus on accountability.

4. Travel Vouchers

Dr. Frazier tabled submission of travel vouchers until after the Administrative Hearing.

III. Old Business

A. Rules and Regulations

1. Education Requirement

Due to time constraints and the Administrative Hearing scheduled at 1:00 p.m. on May 21, it was decided by the Chair, to table discussion of Rules and Regulations - Education Requirement.

2. Final Version

The Chair called for a motion to accept the Rules and Regulations in final form up to this point (May 21) which included one edit made to Section 4.2.a as follows: "...or having earned a Doctoral or Educational Specialist primarily in counseling, guidance, or related counseling field which meets similar standards as specified above."

Dr. Waller suggested that, future revisions be made as needed.

Upon motion by McCormick, seconded by Williams, the Board unanimously agreed to accept the current Rules and Regulations.

VI. New Business

A. Record Keeping for MS LPC

After some discussion on length of time for MS LPC to maintain client files, the Chair tabled further discussion until the Chair and the Executive Director could look to other health professional Boards and other state counseling boards to their record retention policies.

B. MS LPC Board Vacancies

Dr. Juawice McCormick announced that she would be moving to Hattiesburg during the summer of 2015 to accept a faculty position at the University of Southern Mississippi. Dr. McCormick's new position in USM's School Counseling Department of Education will begin in August 1, 2015.

Waller suggested the Mississippi Counseling be notified of pending vacancy of District II, McCormick, in August, and District I, Waller, in June 2016. Appointments must be LPC practitioners primarily engaged in private or institutional practice.

C. Supervision Reporting Log Update

Version #4 of the Supervision Reporting Log was reviewed. Dr. Frazier called for a motion to approve the log and place it on the website of the Mississippi State Board of Examiners for Licensed Professional Counselors and to make available for online reporting log.

Upon motion by Waller, seconded by McCormick, the Board unanimously agreed to accept the version #4 of the Supervision Reporting Log and make available to supervisees and supervisors.

D. 2016 Legislative Agenda

The 2016 Legislative Agenda was tabled by Dr. Frazier for proper language and further review. The Board directed the attorney to review previous Board attorney's files and Department of Public Safety to determine authority for background check and national fingerprint background checks without opening Board's statutes.

E. Board Meeting & Hearing Dates

The Board discussed and agreed to change the August meeting to the fourth Thursday, August 27, 2015.

F. Mississippi Counseling Association (MCA) Conference

Tentative plans for the LPC Board to present a content session at the Mississippi Counseling Association's annual fall conference in November are being investigated. Dr. Frazier will check with MCA about the possibility of a Board presentation again this year.

G. Minutes Approval

Minutes from the April 16, 2015, Board meeting were reviewed. The Chair called for a motion to approve the April 16, 2015, minutes. Upon motion by Dr. Waller, seconded by Dr. McCormick, the Board unanimously agreed to approve the April 16, 2015, minutes.

Minutes from the April 29, 2015, Special Called Board Teleconference were reviewed. The Chair called for a motion to approve the April 29, 2015, minutes as amended. Upon motion by Dr. McCormick, seconded by Dr. Williams, the Board unanimously agreed to approve the April 16, 2015, minutes as amended.

Dr. Frazier recessed the Regular Board Meeting at 11.25 a.m. for lunch.

The Board was in recess until the conclusion of the scheduled Administrative Hearing which was scheduled to begin at 1:00 p.m. in Conference Room C, 2nd Floor of the Robert E. Lee Building.

MINUTES

Mississippi State Board of Examiners for Licensed Professional Counselors
Regular Board Meeting - Continued
Suite 402; Robert E. Lee Building
239 North Lamar Street; Jackson, Mississippi
May 22, 2015

Board Members Present

Dr. Walter Frazier, Chair
Dr. Juawice McCormick, Vice-Chair
Dr. Glenn Waller
Dr. Diane Williams
Dr. Susan Carmichael

Others Present

Jeff Jernigan, Attorney General's Office
LeeAnn Mordecai, Executive Director

Board Members Absent

I. Call to Order

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II. Executive Session

Upon motion by Waller, the meeting was closed at 9:18 a.m. for a determination of the necessity for an Executive Session. While in closed session, a motion was made by Waller, seconded by McCormick, and unanimously passed to go into Executive Session at 9:19 a.m. due to issues pertaining to license applications and to discuss matters of potential litigation.

Upon conclusion of the business of the Executive Session, motion by McCormick, seconded by Waller, and unanimously passed, the Board agreed to exit Executive Session and return to open session at 11:57 p.m.

Upon return to open session, the following was announced as action taken while in Executive Session.

Completed certificates were signed by Board members and LPC and LPC-S Applications were reviewed. Upon motion by Waller, seconded by Williams, the Board unanimously agreed to approve decisions made during Application Review (see form for additional details). Abstentions noted.

MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS

APPLICATION REVIEW

May 22 , 2015

CR or Denied Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Leflore, May Jean Murray	Approved	McCormick	4	0

CR or Denied Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Wilson, Jolene Lynelle	Approved		5	0

CR Apps for LPC-Supervisor	BOARD DECISION	ABSTENTION	YAYS	NAYS
Paredes, Jennifer L.	Approved		5	0

New Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Chodrick, Kirsten Leigh	Approved		5	0
Wright, Timeka Sheree	Approved		5	0
Flynt, Meghan K.	Continued Review		5	0
Miller-Roach, Kattrina	Continued Review	McCormick	4	0
Kennedy, Bethany Carole	Approved		5	0
Carlucci, Chaney Renee	Approved		5	0
McDale, Shakari Shonta	Approved		5	0
Gasaway, Lycedia Roshun	Approved		5	0
Hicks, April	Continued Review		5	0
Weeks, Nakondrea Lenyatta	Continued Review		5	0
Schaefer, Katie Ann	Approved		5	0

New Apps for LPC-Supervisor	BOARD DECISION	ABSTENTION	YAYS	NAYS
Hedge, Jr., Robert L.	Continued Review		5	0
Guthrie-Aldridge, Stacey	Continued Review		5	0
Morris, Shontia Vashe'	Continued Review		5	0

New Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Coker, Richard C.	Approved		5	0
Floyd, Benton Luke	Approved		5	0
Williams, Joshua Paul	Approved		5	0
McGee-Tipton, Rochelle	Continued Review		5	0
Schaefer, Katie Ann	Approved		5	0

MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS
License Report to Board - May 22, 2015

Licensed Since Last Meeting - April 16, 2015	Issue Date	Lic Number
Sherry Bouldin	5/11/2015	1995
Roderick Brett Cutrer	5/11/2015	1996
Marquest Lindsey	5/11/2015	1997

Complaints (Executive Session)

Complaints were reviewed and dates for hearings were planned.

MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS
Executive Session - May 22, 2015

COMPLAINTS	BOARD DECISION	Investigating Board Member
2013-06	August 27, 2015 Hearing	J. McCormick
2013-07	June 18-19, 2015 Hearing	G. Waller
2014-01	No Action	S. Carmichael
2014-11	July 16, 2015 Show Cause Hearing	Board
2014-12	Pending	W. Frazier
2015-02	Pending	S. Carmichael
2015-03	July 16, 2015 Show Cause Hearing	Board
2015-04	Pending	D. Williams
2015-05	Pending	D. Williams
2015-07	No Action	G. Waller
2015-08	No Action	J. McCormick

III. Board Operations (Cont'd)

A. Financial Matters

1. Travel Vouchers

Upon motion by Carmichael, seconded by Waller, the Board unanimously agreed to approve Board travel expenses for Williams, Carmichael, Frazier, McCormick, and Waller in the total amount of \$880.90.

2. Board Items "To Do"

The Chair detailed items for further research and discussion at future meetings.

- a) Check list for supervision verification
- b) Dept. of Public Safety regarding background check
- c) Attorney General's opinion or other Board's background check policy – Jeff Jernigan
- d) Record retention practices for LPCs (other states and other Boards)
- e) List of substantive change in Rules and Regulations
- f) MCA Presentation
- g) MCA Appointments

IV. Next meeting

Administrative Hearing

Thursday, June 21, 2015, 9:00 a.m.

Friday, June 22, 2015, 9:00 a.m.

Robert E. Lee Building, 239 N Lamar St.; Conference Room C, 2nd Floor, Jackson, MS

V. Adjournment

Upon motion by Waller, seconded by McCormick, the Board unanimously agreed to adjourn the meeting at 12:09 p.m.

Approved this the 27th day of August, 2015.

/s/

/s/

Chair

Board Members