

MINUTES

Mississippi State Board of Examiners for Licensed Professional Counselors
Special Called Board Meeting
Suite 402; Robert E Lee Building
239 North Lamar Street; Jackson, Mississippi
February 27, 2014

Board Members Present:

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

Others Present:

LeeAnn Mordecai, Executive Director
Alice Gorman, Cornerstone Consulting, Inc.

Legal Counsel Present:

Bill Rosamond, Attorney General's office

Board Members Absent:

April Krieger, Secretary

I. Call to Order

The Special Called 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 9:37 a.m. by Dr. Glenn Waller, Chair ("Chair"). The purpose of the special called meeting was to review of Rules and Regulations, minutes, contract negotiations, financial management, and complaints. A roll call of members was taken and a quorum was present.

II. Board Operations

A. Introduce Board Attorney

The Chair introduced and welcomed the Board's new attorney, William M. "Bill" Rosamond, Special Assistant Attorney General.

B. Board Member Resignation

The Chair announced Krieger's resignation effective March 1, 2014, due to personal

reasons. Frazier will contact MS Counseling Association to prepare a list of candidates for Governor appointment due to vacancy in Congressional District IV.

C. Financial Report

The Board reviewed the financial report submitted by Cornerstone Consulting, Inc. which included the comparative/variance budget for January 2014.

D. Outstanding Invoices for Payment

The Board reviewed a list of 5 outstanding invoices and copies of each invoice submitted by Cornerstone Consulting, Inc., in the "Outstanding Invoices for Payment" Report. Upon motion by McCormick, seconded by Carmichael, the Board unanimously agreed to authorize payment in the sum total of \$1044.32 and to give Chair authorization to sign all payment vouchers on behalf of the Board. The outstanding invoices for payment are reflected in the appendix to these minutes.

The Board reviewed routine expenditures that have been paid according to the Financial Policy of the Board in the "Routine Expenditures" report. The expenditures for FY2014 through February 27, 2014, are reflected in the appendix to these minutes.

E. Approval of Minutes

Upon motion by Carmichael, seconded by McCormick, the Board unanimously agreed to approve minutes for the August 16, 2013; September 18, 2013, at 9:15 a.m.; September 18, 2013, at 4:31 p.m.; October 10, 2013, at 2:30 p.m.; October 10, 2013, at 4:50 p.m.; November 20, 2013; and January 23, 2014 meetings as amended with signature block change.

Upon motion by McCormick, seconded by Carmichael, the Board unanimously agreed to direct the Board attorney to formally request Board Secretary to address the missing minutes for November 5-6, 2013; December 3, 2013; and January 24, 2014 and to submit all documentation on Case #2013-06 to the Board office.

III. Executive Session

Upon motion by Carmichael, seconded by McCormick, and unanimously passed, the meeting was closed for a determination of the necessity for an executive session at 11:00 a.m. While in closed session, a motion was made by McCormick, seconded by Carmichael, and unanimously passed to go into executive session for the purpose of discussing matters pertaining to potential litigation.

Upon conclusion of the business of the executive session, motion by McCormick, seconded by Carmichael, and unanimously passed, the Board returned to open session at 11:26 a.m.

Upon return to open session, the following was announced as action taken while in executive session:

A. Complaints, Disciplinary Matters, Cases, Hearings

1. The Board established tentative dates for proposed hearings in May and June and has scheduled hearings for two denied applications on March 28.
2. 2014-01: Chair assigned 2014-01 to Carmichael.
3. 2014-02: Upon motion by Carmichael, seconded by McCormick, and unanimously passed, the Board agreed to investigate 2014-02 by directing the Board attorney to send letter, on the behalf of the Board, requesting documentation of licensure.
4. 2014-03: Upon motion by Carmichael, seconded by McCormick, and unanimously passed, the Board agreed to investigate 2014-03 by directing the Board attorney to send letter, on the behalf of the Board, requesting documentation of licensure.

The Chair called a recess at approximately 11:45 a.m. The Chair called the meeting back to order at approximately 12:40 p.m.

IV. Rules and Regulations Review

The Board reviewed and discussed current Rules and Regulations.

Frazier joined Board meeting at 2:20 p.m.

The Chair called a recess at 2:20 p.m. and reconvened at 2:40 p.m.

The Board continued Rules and Regulations review and discussed legislative agenda affecting the statute changes that correspond with Rules and Regulations. The Board determined the need to form a Legislative Subcommittee. The Chair appointed Frazier to this subcommittee and Rosamond as ex-officio member of subcommittee.

V. Telecounseling / Distance Counseling

The Board reviewed and discussed information presented by Frazier regarding telemedicine services currently in MS Code of 1972, distance counseling policies in other states, National Board of Certified Counselors' "Distance Credentialed Counselor" (DCC), and DCC training program. The Board will take the information under

advisement in developing MS statute recommendations for telecounseling/distance counseling.

VI. Board Operations – continued

A. Payment of Travel Vouchers

Upon motion by McCormick, seconded by Frazier, and unanimously passed, the Board approved payment of travel voucher for Waller in the amount of \$181.44, Frazier in the amount of \$105.28, Carmichael in the amount of \$114.14, and McCormick in the amount of \$133.28 for the period of February 27, 2014, and to authorize Chair to sign.

B. Contract Negotiations

Upon motion by Frazier, seconded by Carmichael, the Board unanimously agreed to establish a new twelve (12) month contract with Mordecai effective March 18, 2014, using same language as current contract except change hourly rate to \$31.38, a cap of \$60,000 per twelve (12) months, and authorize Chair to sign contract on behalf of the Board.

VII. Executive Session

Upon motion by Frazier, seconded by Carmichael, and unanimously passed, the meeting was closed for a determination of the necessity for an executive session at 4:12 p.m. While in closed session, a motion was made by Frazier, seconded by Carmichael, and unanimously passed to go into executive session for the purpose of discussing matters pertaining to potential litigation.

Upon conclusion of the business of the executive session, motion by Carmichael, seconded by Frazier, and unanimously passed, the Board returned to open session at 4:28 p.m.

Upon return to open session, the following was announced as action taken while in executive session:

A. Complaints, Disciplinary Matters, Cases, Hearings

1. 2013-08: Upon motion by McCormick, seconded by Carmichael, and unanimously passed, the Board agreed to take no action on complaint #2013-08.

VIII. NBCC Annual Conference

The Chair announced the upcoming 2014 State Licensure Board meeting hosted by the National Board for Certified Counselors (NBCC) and the Center for Credentialing & Education (CCE) has been set for August 7-8, 2014, in Greensboro, North Carolina. NBCC sponsors and funds one staff member and one Board member. Board members interested in attending, please advise Executive Director.

VIII. Next meeting

March 4, 2014 - 12:00 p.m.

Special Called "Teleconference" Board Meeting for *purpose of reviewing proposals for contract services for licensing system*. The meeting will be available for public attendance and participation in the Robert E. Lee Building, Suite 402, located at 239 North Lamar Street, Jackson.

March 27, 2014 – 9:00 a.m.

Special Called Meeting for the purpose of contract negotiations, rules and regulations review, financial management, Board operations, application review, and complaints. 239 North Lamar Street; Suite 402; Robert E Lee Building, Jackson

March 28, 2014 – 9:00 a.m.

Special Called Meeting for the purpose of administrative hearing
Room 138 North, Woolfolk Building, 501 North West Street, Jackson

March 28, 2014 – immediately following the Special Called Meeting.

Regularly Scheduled Board Meeting

239 North Lamar Street; Suite 402; Robert E Lee Building, Jackson

IX. Adjournment

Upon motion by Carmichael, seconded by McCormick, and unanimously passed, the meeting was adjourned at 4:38 p.m.

Approved this the 27th day of February, 2014.

_____/s/_____

Glenn Waller, Chair

_____/s/_____

Board Member

**Mississippi State Board of Examiners
for Licensed Professional Counselors
(MS LPC Board)**

**Notice of Special Called
Board Meeting**

***For purpose of review of Rules and
Regulations, minutes, contract
negotiations, financial management,
and complaints.***

**Thursday, February 27, 2014
9:00 a.m.**

**239 N Lamar Street; Suite 402
Robert E. Lee Building
Jackson, Mississippi**