

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
January 22, 2015

Board Members Present:

Dr. Walter Frazier, Chair
Dr. Glenn Waller
Dr. Susan Carmichael, Secretary/Treasurer
Dr. Diane Williams

Others Present:

LeeAnn Mordecai, Executive Director
Jeff Jernigan, Attorney General's office
Alice Gorman, Cornerstone Consulting

Board Members Absent:

Dr. Juawice McCormick, Vice-Chair

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 10:18 a.m. by Dr. Glenn Waller, Chair ("Chair") on January 22, 2015. A roll call of members was taken and a quorum was present.

II. Board Operations

A. Election of Chair, Vice-Chair, and Secretary-Treasurer

Waller called for nominations for a new Board Chair.

Upon motion by Carmichael, seconded by Williams, the Board unanimously agreed to nominate Walter Frazier as the new Board Chair. There being no further nominations, the Board unanimously elected Frazier as Chair, 2015-2017.

Waller handed the Board Chair duties over to Frazier.

Upon motion by Williams, seconded by Waller, the Board unanimously agreed to nominate McCormick as Vice-Chair. There being no further nominations, the Board unanimously elected McCormick as Vice-Chair, 2015-2017.

Upon motion by Waller, seconded by Williams, the Board unanimously agreed to nominate Carmichael for Secretary/Treasurer. There being no further nominations, the Board unanimously elected Carmichael as Secretary/Treasurer, 2015-2017.

B. Set Dates for Meetings Through End of Year

Frazier discussed the meeting dates for the coming year. Upon motion by Waller, seconded by Williams, the Board unanimously agreed to meet on the third Thursday of the every month through the end of 2015.

C. Minutes Approval

Minutes for November 20, 2014 and November 21, 2014 were reviewed. Upon motion by Waller, seconded by Williams, the Board unanimously agreed to approve the minutes for November 20-21, 2014, as written.

D. Financial Management

Alice Gorman with Cornerstone Consulting, Inc. joined the meeting at 10:50 a.m.

A. Travel Vouchers

Upon motion by Waller, seconded by Carmichael, the Board unanimously agreed to approve Board travel expenses for Williams, Carmichael, Frazier, and Waller in the total amount of \$940.46 for November 2014 and in the total amount of \$438.72 for January 2015.

B. Financial Report

The Board reviewed Routine Expenditures and items approved by Chair and paid in the interim presented by Cornerstone Consulting representative Alice Gorman.

C. Outstanding Invoices for Payment

The Board reviewed outstanding invoices submitted for payment by Cornerstone Consulting, Inc., in the "Outstanding Invoices for Payment" Report. Upon motion by William, seconded by Waller, the Board unanimously agreed to authorize payment of the Attorney General invoice in the amount of \$8,307.

Agenda Items I.D.3. License Renewal Fee and I.D.4. Executive Director Contract were tabled.

LPC and LPC-S Certificates were signed by the Board members.

III. New Business

A. Notice of Appeal

The board attorney notified the Board of an appeal that has been filed in regards to case #0126-2012.

B. Non-Compliant Audits

Discussion was held regarding noncompliant audits. Board Attorney read policy from the current Rules and Regulations. Further discussion of specific cases will be taken up in Executive Session.

C. Woodall Conference

Upon motion by Carmichael, seconded by Williams, the Board agreed to allow Waller and McCormick to represent the Board in a presentation at the Woodall Conference. Waller abstained.

Frazier called for a recess for lunch at 11:48 p.m.

Frazier reconvened the Board at 12:34 p.m.

III. New Business – (continued)

D. Issues with 2014 License Renewals

Issues with License Renewals was discussed.

E. Policy to Handle Board Investigator Files

Discussion was held regarding needed policy for handling Board investigation files. Waller will propose an official policy at next meeting regarding information to submit, how to store, and where to store Board Member Investigator Files.

IV. Executive Session

Upon motion by Carmichael, the meeting was closed for a determination of the necessity for an executive session. While in closed session, a motion was made by Waller, seconded by Carmichael, and unanimously passed to go into Executive Session at 12:50 p.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 Williams, seconded by Waller, and unanimously passed, the Board returned to open session.

Upon return to open session, the following was announced as action taken while in executive session. Upon motion by Waller, seconded by Williams, and unanimously

passed, the Board agreed to exit Executive Session at 3:34 p.m. and report out the following list of approved applications and other results of the Session.

Upon motion by Carmichael, seconded by Waller, the Board unanimously agreed to send additional correspondence to license #0329 notifying of license suspension for no more than 3 months pending compliance with continuing education audit. Further correspondence will be sent to the employer of license #329 notifying of license suspension. Further, the

Board motioned to give authority to the Executive Director to reinstate license #0329 upon continuing education compliance.

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.

<p>MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS Executive Session - January 22, 2015</p>

<u>COMPLAINTS</u>	<u>BOARD DECISION</u>	<u>Investigating Board Member</u>
2013-06	Pending Agreed Order - Tabled	J. McCormick
2013-07	Set Hearing	G. Waller
2014-01	Under Investigation	S. Carmichael
2014-02	Under Investigation	J. McCormick
2014-03	Under Investigation	J. McCormick
2014-05	Set Hearing - April 17	J. McCormick
2014-07 (#1 & #2)	No Action	D. Williams
2014-09	Under Investigation	S. Carmichael
2014-11	Tabled Until March Mtg.	Board
2014-12	Under Investigation	W. Frazier

MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS
APPLICATION REVIEW
January 22, 2015

CR or Denied Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Bennett, Lauren	Approved		4	0
Gardner, Kelly H.	Approved		4	0
Dickens, Nancy Mitchell	Approved		4	0

CR or Denied Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Smith, Tasha D.	Continued Review		4	0
Dean, Dea Dixon	Approved		4	0
Lane, LaShonda L.	Approved		4	0

CR BQS	BOARD DECISION	ABSTENTION	YAYS	NAYS
James, Adrian T.	Approved		4	0

New Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Brown, Carol J.	Continued Review		4	0
Taylor, Adetura Mae	Approved	Carmichael	3	0
Cooks, Cedric Wayne	Approved		4	0
Sampson, LaMonica Gardner	Approved		4	0
VandeMerghel-Arney, Michele	Continued Review		4	0

New Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Anderson, Towanna N.	Approved		4	0
Marsh, Anna K.	Approved	Frazier	3	0
Vinson, David E.	Continued Review		4	0
Williams, Jameeka	Approved		4	0
Sullivan, Sally Townsend	Approved		4	0
Thomas, Edwina R.	Approved		4	0

BQS	BOARD DECISION	ABSTENTION	YAYS	NAYS
Grall, Tara Marie Cochran	Approved		4	0
Ward, Trinity M.	Approved	Carmichael	3	0

BOARD REQUEST	BOARD DECISION
2014-11 Henderson, Rachel Lauren	Hearing to be Set at Future Meeting
2015-01 Brown, Billy James	Hearing to be Set at Future Meeting

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

Licensed Since Last Meeting - November 20-21, 2014	Issue Date	Lic Number
Ryan W. Dunlap	1/6/2015	1956
Bonnie LaShea Givens	1/12/2015	1961
Diana S. Heise	1/6/2015	1957
James H. Masters	12/11/2014	1960
Marketa Renee Motton	1/6/2015	1958
Anne Toles	1/6/2015	1959

In Memoriam	
Walter L. Porter, PhD of Columbus, MS	License Issued 9/26/1986; Deceased 12/17/2014

Frazier called for a recess at 3:38 p.m.

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
January 22, 2015

Board Members Present:

Dr. Walter Frazier, Chair
Dr. Glenn Waller
Dr. Susan Carmichael, Secretary/Treasurer
Dr. Diane Williams

Others Present:

LeeAnn Mordecai, Executive Director
Jeff Jernigan, Attorney General's office
Leyser Hayes, Attorney General's Office
Trudy Quinn, Court Reporter

Board Members Absent:

Dr. Juawice McCormick, Vice-Chair

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 4:04 p.m. by Dr. Susan Carmichael, acting as "Chair" for the Special called meeting due to Frazier's relationship to the hearing. Williams taking notes. The purpose of the special called meeting was administrative hearing. A roll call of members was taken and a quorum was present.

II. Hearing – In the Matter of Cause #2014-10

The acting Chair yielded the meeting over to the hearing officer, Leyser Hayes, who presided over the hearing. The Board was represented by Wm. Jeffrey Jernigan and Mr. Quentarius D. Wade was not in attendance and was represented by submitted documentation to the Board.

Witnesses who were sworn in and testified during the hearing included Dr. Walter Frazier and LeeAnn Mordecai.

Closed Determination/Executive Session

After the Board had received testimonial and documentary evidence in the matter of Complaint #2014-10, a motion was made at 4:38 p.m. by Dr. Glenn Waller with a second by Dr. Diane Williams that the Board go into a closed determination session to establish the need for an Executive Session. The Hearing Officer, Leyser Hayes, stated there was sufficient cause to enter Executive Session. The motion to go into a closed determination session was passed unanimously by the Board members present at the hearing.

In the closed determination session, Dr. Glenn Waller moved, seconded by Dr. Diane Williams that the Board had a reason to go into Executive Session at 4:40 p.m., namely for the purpose of deliberating and considering the qualifications of Quentarius D. Wade for licensure, a subject which could lead to an appeal of the Board's decision or litigation against the Board. The motion carried with the following members voting for: Dr. Glenn Waller, Dr. Susan Carmichael and Dr. Diane Williams.

The Board announced to the public the aforesaid reason as the Board's purpose for entering into executive session.

Executive Session

Within the Executive Session, the Board took the following action:

A motion was made by Dr. Glenn Waller, seconded by Dr. Diane Williams, and unanimously agreed upon by the Board to deny Quentarius D. Wade his license based on the applicant's failure to meet the requirement for licensure as set forth in the original denial letter. (Agreed Order attached) Dr. Walter Frazier did not cast a vote on the motion. The motion carried with the following members voting for: Dr. Glenn Waller, Dr. Susan Carmichael and Dr. Diane Williams.

Upon the conclusion of the Executive Session, the Board voted, upon motion made by Dr. Glenn Waller and seconded by Dr. Susan Carmichael to come out of Executive Session. The Board resumed in open meeting by announcing the above described actions and votes taken in Executive Session.

Upon motion by Carmichael, seconded by Williams, the Board unanimously agreed to adjourn the Special Called Meeting at 4:51 p.m.

Regular Board Meeting – (continued)

The Chair reconvened the Regular Board Meeting at 5:05 p.m. after a brief recess.

V. Old Business

A. Review of Rules and Regulations

Review and discussion continued from Rule 4.3 where the Board ended its review in November and continued chapter by chapter with suggestions for changes in the Rules and Regulations.

As a result of the discussion, changes were made to the Rules and Regulations as suggested.

Frazier discussed the best approach to incorporating final edits into Rules and Regulations.

B. Recognition of Immediate Past Chair

Frazier acknowledged appreciation of Waller's work with the Board as Chair and thanked him for his service.

VI. Next Meeting

Thursday, March 19, 2015 – 9:00 a.m.

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

VII. Adjournment

Upon motion by Waller, seconded by Williams, the Board unanimously agreed to adjourn the meeting at 6:27 p.m.

Approved this the 19th day of March, 2015.

_____/s/_____

Chair

_____/s/_____

Board Member