

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
Thursday, February 15, 2018**

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 Regular Board meeting of the Mississippi State Board of Examiners for Licensed Professional Counselors ("Board") was called to order at 9:28 a.m. by Dr. Juawice McCormick, Chair ("Chair") on Thursday, February 15, 2018. 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 Sallis, seconded by Stafford, and unanimously agreed that minutes of the Friday, January 23, 2018, Regular Board Meetings be approved as amended.

III. Executive Session

It was motioned by Stafford, seconded by Strebeck, 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 sign completed certificates of license, review BQS/LPC/Candidacy/Comity applications, review Board requests, and conduct informal hearings.

It was motioned by Stafford, seconded by Sallis, and unanimously agreed that the Board go into Executive Session. The Board went into Executive Session at 9:41 a.m.

It was motioned by Stafford, seconded by Sallis, and unanimously agreed that the Board exit Executive Session. The Board exited Executive Session at 4:33 p.m. and returned to open session.

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

A. Signed Completed Certificates of License

B. Reviewed Board Request

The Board reviewed a request for licensure reinstatement, dated January 20, 2018, from a counselor whose license (#1592) lapsed on June 30, 2016. The counselor did not provide sufficient information to justify having a lapsed license. Based on Rule 5.3.E, it was motioned by Strebeck, seconded by Sallis, and unanimously agreed to deny the counselor’s request for reinstatement; therefore, the counselor must reapply for licensure.

C. Reviewed of BQS Applications

D. Reviewed of LPC, Candidacy, and Comity Applications

**MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS
APPLICATION REVIEW - EXECUTIVE SESSION
Thursday, February 15 - Friday, February 16, 2018**

CR or Denied Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Box, Thomas Michael	Approved - Pending 13 CEH or 1 semester hour credit in Assessment		5	0
Lizana, Roni Levelia	Denied		5	0

CR or Denied Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Hamilton, Michelle M.	Approved		5	0
Walker, Jennifer O'Neal	Continued Review		5	0
Holzbauer-Bearss, Miranda Claire	Approved		5	0
Smith, Taquila Quezzette	Approved		5	0

CR or Denied Apps for LPC-S

	BOARD DECISION	ABSTENTION	YAYS	NAYS
Williams, Victoria Shauwann Beck	Approved		5	0
Carr, Carrie Ann	Approved		5	0
Motton, Marketa Renee	Approved		5	0
Byars, Shirley M.	Approved		5	0

New Apps for Licensure

	BOARD DECISION	ABSTENTION	YAYS	NAYS
Cox, Whitney Whites	Approved		5	0
Hendree, Heather M.	Approved		5	0
Bridges, Caleb J.	Approved		5	0

New Apps for Candidacy

	BOARD DECISION	ABSTENTION	YAYS	NAYS
Holmes, Chiquita Long	Did not review		5	0
Wilson, Marquite Lachette	Continued Review		5	0
Hess-Holden, Chelsey Leigh	Approved		5	0
Cooper, Michelle Leigh	Approved		5	0
Wilson, Charla Ann	Approved		5	0
Abundes-Ballesteros, Adriana	Approved		5	0
Buckner, Anna Michelle	Approved pending fifteen (15) Continuing Education Hours or one (1) semester hour graduate credit to fulfill the three (3) hour requirement for Theories of Counseling Psychotherapy and Personality		5	0

New Apps for Comity

	BOARD DECISION	ABSTENTION	YAYS	NAYS
Wooten, Mary Elizabeth	Approved		5	0
Eller, Shannon M.	Approved		5	0
Erb, Carolyn Jamie	Approved		5	0

New Apps for LPC-S

	BOARD DECISION	ABSTENTION	YAYS	NAYS
Claveau, Lou Anna	Not Reviewed		5	0
Kimbrough, Norma M.	Approved		5	0
Cowan, Latasha Reshaye	Approved		5	0
Main, Jennifer Austin	Approved		5	0
Anderson, Tiffany Catrice	Approved		5	0
Colvin, Megan Ann	Approved		5	0

Board Request		ABSTENTION	YAYS	NAYS
Whitacre, Amanda Michelle	Informal Hearing Set February 15 @ 2:00 p.m. - No Show			
Fairman, Erica M.	Informal Hearing @ 2:20 p.m. - Request to take exam 5th time - Board approved Request to take exam 5th time		5	0
Merideth, Kevin M.	Informal Hearing @ 2:40 p.m. - Board accepted Practicum/Internship hours, applicant needs 1082 more total hours with an LPC-S with agreement and contract on file prior to beginning supervision		5	0
Bozeman, Brent	Information for Board			
Smith, Lisa Ann	Request to renew 2016 lapsed license was denied - must reapply and meet current licensure requirements		5	0

<p>MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS</p> <p>License Report to Board - Thursday, February 15, 2018</p>
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Licensed Since Last Meeting - January 23, 2018	Issue Date	Lic Number
Susan E. Aaron	1/24/2018	2240
Richard Scott Balkin	1/24/2018	2244
Haley Claire Harris	1/25/2018	2241
Tanika Michelle Johnson	1/26/2018	2245
Tanya Marie Radecker	1/25/2018	2242
Guy Lipscomb Richardson	2/1/2018	2247
Antwynette Brinkley Shields	1/26/2018	2246
Matthew Wade Wicht	1/23/2018	2239
Dildred Small Womack	1/25/2018	2243

MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS
Executive Session - Thursday, February 15, 2018

COMPLAINTS	BOARD DECISION	Investigating Board Member
2013-02	No Update	Update on Appeal
2016-04	Review Documents Submitted to Fulfill 11/30/17 Final Order	W. Frazier
2016-05	Review Documents Submitted to Fulfill 11/30/17 Final Order	W. Frazier
2016-06	Issue Agreed Order	J. McCormick
2016-07	No Update	J. McCormick
2016-20	Set Administrative Hearing for April 20, 2018	J. McCormick
2016-22	No Update	S. Stafford
2016-25	No Update	J. McCormick
2016-28	No Update	S. Stafford
2017-07	No Update	W. Frazier
2017-10	No Update	J. McCormick
2017-12	No Update	S. Stafford
2017-18	No Update	K. Sallis
2017-20	No Update	R. Strebeck
2017-21	Set Administrative Hearing for April 20, 2018	R. Strebeck
2017-22	No Update	A. Hargrove-Edwards
2017-26	No Update	J. McCormick
2017-27	No Update	A. Hargrove-Edwards
2017-28	No Update	R. Strebeck
2017-29	Set Administrative Hearing for April 20, 2018	R. Strebeck
2018-3	No Update	S. Stafford
2018-4	No Update	S. Stafford
2018-5	To be Assigned	S. Stafford
2018-6	No Update	J. McCormick

IV. Complaints/Denied Applications – Executive Session

2016-04: The Board reviewed documents submitted. The decision was tabled.

2016-05: The Board reviewed documents submitted. The decision was tabled.

2017-21: It was recommended by Strebeck that administrative hearing be set for April 20, 2018.

2018-05: The complaint was assigned to Stafford.

V. Informal Hearings – Executive Session

2:00 p.m. – Denied Application - No show.

2:20 p.m. – Request to take exam 5th time - It was motioned by Stafford, seconded by Hargrove-Edwards, and unanimously agreed to allow the applicant to take the National Clinical Mental Health Counselor Exam (NCMHCE) for the fifth time. The motion carried with a 5-0 vote.

2:40 p.m. – Continued Review Application. It was motioned by McCormick, seconded by Stafford, and unanimously agreed that the applicant receive supervision following a Board-approved contract. The applicant needs a total of 1,082 hours, of which includes 579 hours of direct services and 40 hours of individual supervision. The motion carried with a 5-0 vote.

The Board recessed at 5:13 p.m. The meeting will reconvene on Friday, February 16, 2018, at 9:00 a.m. at Room 402 of the LPC Board office.

MINUTES

**Mississippi State Board of Examiners for Licensed Professional Counselors
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**Regular Board Meeting – cont'd
Friday, February 16, 2018**

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
Alice Gorman, Board CPA, Contract Agent-Cornerstone Consulting, Inc.

VI. Reconvene/Call to Order

The Regular Board meeting of the Mississippi State Board of Examiners for Licensed Professional Counselors (“Board”) reconvened from Thursday, February 15, 2018. The meeting was called to order at 9:02 a.m. by Dr. Juawice McCormick, Chair (“Chair”) on Friday, February 16, 2018. 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.

VII. Board Operations (Continued)

A. Financial Matters

1. Outstanding Invoices for Payment

There were no outstanding invoices for payment.

2. Payment of Routine Expenses

Gorman presented the LPC Board’s *FY18 Year-to-Date Expenditures and Encumbrances to Budget Report*, dated February 16, 2018. The report indicated \$198,217.56 as “available cash on hand”.

3. Travel Vouchers

It was motioned by Stafford, seconded by Strebeck, and unanimously agreed to pay travel vouchers totaling \$494.55 for February 2018.

4. Board Books Hardware

Gorman informed the Board that she intends to order each member a 10.5 iPad Pro next week. She hopes the equipment will arrive in time for the next Board meeting (March 16, 2018).

Gorman informed the Board that she was able to secure a one-year, \$25,000.00 surety bond for Mordecai with a premium of less than \$1,000.00.

VIII. Old Business

A. Conflict of Interest Statement

Attorney Jernigan presented a draft of the proposed Conflict of Interest Policy Statement. Board members will be required to sign such statement when it is finalized.

IX. New Business

A. Required LPC-S Refresher Course and Exam

The Board discussed a proposed LPC-S Refresher Course and Exam, which will be implemented on July 1, 2019 if approved. The course will include an on-line video training for Board Qualified Supervisors.

B. Woodall Conference – Invitation to Present

McCormick informed the Board that Dr. George Beals, Assistant Professor/Coordinator of Counselor Education at Delta State University, extended an invitation for the Board to present at the 37th Annual Fred E. Woodall Spring Conference for Helping Professions. The Conference is scheduled for Friday, March 23, 2018, at Delta State, Cleveland, Mississippi. Sallis and Hargrove-Edwards volunteered to present.

C. Degree Requirements/Internship Hours – P-LPC

The Board will make provisions for the P-LPC, contingent upon legislative decisions.

D. Disciplinary Guidelines

The Board reviewed and discussed a design presented by Strebeck that could serve as a rubric model for disciplinary guidelines. The scope included categories of disciplines and severity parameters. Strebeck and Jernigan will redesign and tailor the rubric to fit the needs of the Board.

E. Redesign Board Website

Mr. Andy Noel, the Board's IT representative, will be asked to meet with Mordecai next week to discuss updates for the website. It was suggested that the new website include a link that defines an LPC and roles associated with that position, what is a DCC and who must hold the DCC, what an LPC can do, and all in a user-friendly icon-based format.

F. NBCC Annual Meeting

The Annual Meeting of the National Board for Certified Counselors (NBCC) is scheduled for September 19-21, 2018 in Minneapolis, Minnesota. Sallis and Strebeck expressed an interest in attending.

The Board recessed for lunch at 11:45 a.m.

The meeting will reconvene at 1:00 p.m. in Room 145 of the Woolfolk Building, located at 501 North West Street, Jackson, Mississippi.

MINUTES

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Robert E. Lee Building
239 North Lamar Street, Suite 402
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**Regular Board Meeting
Friday, February 16, 2018
(Reconvened)**

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

University Counseling Program Coordinators and Representatives & Guest

Dr. George Beals, Delta State University
Dr. Suzanne Dugger, University of Mississippi
Dr. Lynn Ethridge, Alcorn State University
Dr. Jan Lemon, Mississippi College
Dr. Regina McMurtery, Dr. Lakita Johnson, Jackson State University
Dr. Mike Hillerman, Dr. Jim Hurley, Reformed Theological Seminary
Dr. Richard Sheridan, William Carey University – Hattiesburg
Dr. Lisa Cummings, Dr. Carol Jones, William Carey University – Tradition
Dr. Chandler Dugger

X. Call to Order

The Regular Board meeting of the Mississippi State Board of Examiners for Licensed Professional Counselors (“Board”) reconvened on Friday, February 16, 2018. The meeting was called to order at 1:00 p.m. by Dr. Juawice McCormick, Chair (“Chair”). The meeting was held in the Woolfolk Building, 501 North West Street, Room 145, Jackson, Mississippi 39201. A roll call of Board members was taken and a quorum was present.

The purpose of the meeting was to meet with University counseling program coordinators and discuss the following:

- Current rules and regulations
- Update on HB 708
- Discussion of the licensure process
- Review of educational requirements for licensure
- Program needs for students – McCormick emphasized programs do not need to state “have a licensure track”. Transfer hours from other programs may be acceptable for your program but Board may not accept.
- Supervision hours – The Rules and Regulations state one hour of supervision for twenty-five hours of supervision or a minimum of one hour of supervision per week.

XI. Next Meeting

Friday, March 16, 2018 - 9:00 a.m.
239 North Lamar Street
Suite 402
Jackson, MS 39201

XII. Adjourn

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

The meeting was adjourned by 2:45 p.m.

Approved this the 16th day of March, 2018.

/s/

Board Chair

/s/

Board Member