

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
Wednesday, April 26, 2017**

Board Members Present

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

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.
Kahne Simmons, MLPCA Board Liaison

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 9:16 a.m. by Dr. Juawice McCormick, Chair ("Chair") on Wednesday, April 26, 2017. 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 Stafford, seconded by Frazier, and unanimously agreed that minutes of the Wednesday, March 22, 2017 Regular Board meeting be approved as written.

B. Financial Matters

1. Outstanding Invoices for Payment

There were no outstanding invoices for payment.

2. Payment of Routine Expenditures

Gorman presented the LPC Board's *FY17 Year-to-Date Expenditures and Encumbrances to Budget* report, dated April 26, 2017. The report indicated \$101,285.83 as "available cash on hand".

Gorman reported that the Board's \$15,000 deficit appropriations request was approved by the Legislature. Those funds will be used to offset the budget deficit through June 30, 2017.

Gorman reported that she intends to conduct an internal control assessment of the Board in May 2017.

The Board intends to begin working on the 2018 budget during its July 2017 meeting.

3. Travel Vouchers

It was motioned by Frazier, seconded by Hargrove-Edwards, and unanimously agreed to pay travel vouchers totaling \$511.46.

4. Employee PIN for Executive Director

It was motioned by Stafford, seconded by Frazier, and unanimously agreed to develop a PIN to certify LeeAnn Mordecai, Executive Director as a state employee. The Executive Director's work status will change from contractual to state employment effective July 1, 2017.

III. Old Business

A. Rules and Regulations

1. Juris Prudence Exam

McCormick stated that she spoke with Dr. David Whittingham at NBCC regarding the Juris Prudence Exam. The cost of the exam will be \$30.00 if it is drafted by NBCC.

The Board agreed to meet on Monday, May 22, 2017 to develop questions for the Juris Prudence Exam.

Renewals will include the Juris Prudence Exam effective July 1, 2018.

B. Reciprocity Agreement

Mordecai reported that there are no new developments regarding potential reciprocity agreements with Louisiana and Tennessee.

IV. New Business

A. NBCC State Licensure Board Meeting

The Board reviewed emailed communication, dated Thursday, March 23, 2017, from Tammi T. Lee, Client Relations Manager at the Center for Credentialing and Education (CCE). That communication announced the 2017 State Licensure Board meeting, scheduled for August 9-11, 2017 at the O’Henry Hotel in Greensboro, North Carolina.

NBCC will cover expenses for two representatives from each state to attend the meeting.

B. NBCC Survey Request

The Board reviewed emailed communication, dated Thursday, March 30, 2017, from Jolie A. Long, Director of State Licensure Board Relations at CCE. CCE requested that the Board provide names and email addresses of all state licensees currently active and in good standing. CCE intends to conduct job analyses and will solicit participation from licensed counselors in each state.

C. Rules and Regulations – Educational Requirements Request

The Board reviewed emailed communication, dated Thursday, April 6, 2017, from a potential applicant for licensure who requested special consideration for educational requirements. The Board will request additional information before a decision is made.

D. LPC-S Approved Trainings

The Board reviewed Options A, B, and C regarding options for approved trainings to meet requirements for the LPC-S credential. Option B (Professional Training) will be revised to include “and approved by NBCC”.

It was motioned by Stafford, seconded by Frazier, and unanimously agreed that minutes of the September 21, 2016 Board meeting be revised to state that the Board will not accept on-line training from programs that are not approved by NBCC to meet the 30-hour direct contact requirement for the LPC-S credential.

E. Supervision with Out-of-State Supervisor

The Board reviewed a letter, dated March 16, 2017, from a potential applicant regarding out-of-state supervision.

F. 2017 Renewal Application

The Board reviewed and revised the 2017 LPC Renewal Application.

The Board recessed for lunch at 12:00 p.m. The Board exited recess at 12:45 p.m.

V. Review of Licensure Applications - Executive Session

It was motioned by Stafford, seconded by Sallis, 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 review applications and requests for hearings. It was motioned by Stafford, seconded by Sallis, and unanimously agreed that the Board go into Executive Session.

The Board entered into Executive Session at 12:45 p.m.

The Board signed completed Certificates of License and Board Qualified Supervisor (BQS) and reviewed BQS and LPC applications.

VI. Informal Hearing (2017-04) – Denied Application

The informal hearing began at 1:32 p.m.

VII. Information Hearing (2017-05) – Denied Application

The informal hearing began at 2:09 p.m.

VIII. Complaints/Denied Applications – Executive Session

Following completion of application reviews, it was motioned by Stafford, seconded by Sallis, and unanimously agreed that the Board approve the decisions made regarding applications, which includes one abstention.

It was motioned by Stafford, seconded by Sallis, and unanimously agreed that the Board exit Executive Session. The Board exited Executive Session at 4:40 p.m.

**MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS
APPLICATION REVIEW - EXECUTIVE SESSION
Wednesday, April 26, 2017**

CR or Denied Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Williams, Jazzmine K.	Approved		5	0
Hogue, Jennifer Rani	Approved	S. Stafford	4	0
Hunt, Clark Ford	Approved		5	0
Bester, Franzetta V.	Approved		5	0

CR or Denied Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Talley, Maranda Burks	Continued Review		5	0
Crawford, Katherine Marie	Approved		5	0
Jones, Sherene	Continued Review		5	0

New Apps for Licensure	BOARD DECISION	ABSTENTION	YAYS	NAYS
Shelton, Debra Kay	Approved		5	0
Brunetti, Charlotte Faye	Continued Review		5	0
Brown, Sheena Shacola	Approved		5	0
McLeod, Meagan Elizabeth	Approved		5	0
Lehman, Anne Shields	Approved		5	0
Coleman, Carmen Elaine	Approved		0	0

New Apps for Candidacy	BOARD DECISION	ABSTENTION	YAYS	NAYS
Powell, Tabatha Sherife	Continued Review		5	0
Aaron, Susan E.	Approved		5	0
Caminiti, David Anthony	Approved		5	0
Lawrence, Shanta B.	Denial		5	0
Moye, Sage Mary-Elaine	Approved		5	0

Apps for LPC-S	BOARD DECISION	ABSTENTION	YAYS	NAYS
Steen-Brown, Adriann	Continued Review		5	0
Baggett, Katherine Elizabeth	Denied		5	0
Green, Traci M. Lee	Continued Review		5	0
Dixson, Jerrilyn Danielle	Continued Review		5	0

Board Request	BOARD DECISION	ABSTENTION	YAYS	NAYS
Reed, Jessica Rena - Denied Application (Request the Board to consider reviewing denied application again)	Board took no action on request		5	0

<p>MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS</p> <p>Executive Session - April 26, 2017</p>

COMPLAINTS	BOARD DECISION	Investigating Board Member
2013-02	no update	Update on Appeal
2015-09		J. McCormick
2016-04	Update on Order (11/30/17)	W. Frazier
2016-05	Update on Order (11/30/17)	W. Frazier
2016-06	Pending	J. McCormick
2016-07	Pending	J. McCormick
2016-16	No Action	W. Frazier
2016-20	Pending Agreed Order	J. McCormick
2016-22	Pending	S. Stafford
2016-25	Pending	J. McCormick

2016-28	No Action	W. Frazier
2017-04 Denied Application - IH - Leah Bradford	Upheld Denial	J. McCormick
2017-05 Denied Application - IH - Katrina Haynes	Changed to Continued Review pending more documentation	S. Stafford
2017-06	Issue Cease & Desist	K. Sallis
2017-07	Pending	W. Frazier
2017-08 Denied Application	May 24 - Administrative Hearing 1:30 p.m.	S. Stafford

MS BOARD OF EXAMINERS FOR LICENSED PROFESSIONAL COUNSELORS

License Report to Board - April 26, 2017

Licensed Since Last Meeting - March 22, 2016	Issue Date	Lic Number
Camille Elisa Anderson	3/23/2017	2162
Aurthur Kadarrius Goodwin	3/23/2017	2158
Jonathan Michael Huff	3/27/2017	2163
Erinisha La'Sha Johnson	3/23/2017	2161
Cynthia W. Jones	3/27/2017	2167
Sarah Nicole Kilman	3/27/2017	2166
Layne Jannette Moore	4/6/2017	2169
Paul Dean Ross	3/27/2017	2164
Sharon Elaine Ross	3/23/2017	2159
Theresa Michelle Scruggs	3/27/2017	2165
Julia Bailey Stephenson	3/23/2017	2160
Mary Catherine Zettler	4/3/2017	2168

Next Meeting

Special Called Meeting of the Board

Monday, May 22, 2017, 9:00 a.m.
Robert E. Lee Building
239 North Lamar Street, Suite 402
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Regular Meeting of the Board

Tuesday, May 23, 2017, 9:00 a.m.
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IX Adjourn

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

The meeting was adjourned by McCormick at 4:46 p.m.

Approved this the 23rd day of May, 2017.

/s/

/s/

Board Chair

Board Member