

MINUTES MARCH 9TH, 2012
LICENSED PROFESSIONAL COUNSELORS BOARD OF EXAMINERS
Approved April 20th, 2012

The meeting was called to order by G Bockrath at 1:05 p.m. A roll call was taken and a quorum was present.

Members Present:

G Bockrath D Dowling
M Reynaud P Millhollon
E Cowger T Moore
A Allen L Choate
G Perkins

Staff Present:

M Olsan

Guests Present:

S Adams

Absent:

A Williams

Agenda

G Perkins moved to accept the agenda. T Moore seconded. All approved; no abstentions.

Board Minutes

T Moore moved to accept the February 17th, 2012 Meeting Minutes. E Cowger seconded. All approved; no abstentions.

Committee on Disciplinary Affairs – L Choate, M Reynaud

L Choate presented the Disciplinary Committee report. No unofficial or official complaints were received since the last Board meeting. No complaints were dismissed.

The following cases were closed:

- 11/12-04 – Fraudulent Billing
- 11/12-19 – Practicing without Receiving Active Supervision
- 11/12-20 – Practicing without a License
- 11/12-27 – Practicing without a License
- 11/12-31 – Practicing without a License

There are a total of 26 active cases.

S Adams presented updates regarding cases 06/07-09, 07/08-02, and 08/-09-04. M Olsan provided the Board with an update on the search for a new Private Investigator. L Choate motioned to accept the Disciplinary Affairs report. All approved; no abstentions.

Legislative Updates – G Bockrath, M Olsan

G Bockrath discussed SB216 and HB830. M Olsan presented information received from C Nardini regarding fee change legislation. M Reynaud suggested the Board provide information to legislators regarding how other Louisiana Boards have fee change language written in their laws and rules. D Dowling asked M Olsan to research the process for receiving grant funding. G Perkins asked S Adams if the Board was allowed to receive charitable donations. S Adams said this was not allowed. T Moore asked the Board if the MFTAC should follow up with LAMFT regarding pending legislation. The Board agreed T Moore should contact LAMFT.

M Olsan provided a summary of her presentation at the LCA Executive Board meeting. E Cowger asked for suggestions to provide to LCA regarding a revision to their Executive Board Retreat meeting minutes.

Board Meeting Schedule –M Olsan

M Olsan explained that due to the Board's current financial position, monthly Board meetings were no longer a prudent option. M Olsan suggested Board meetings every other month. T Moore suggested we give Board staff the ability to approve applicants and meet quarterly. P Millhollon said meeting less frequently would encourage more people to serve on the Board as members. T Moore moved that as of July 1st, 2012, Board meetings will be scheduled every other month. G Perkins seconded. All approved; no abstentions. T Moore also moved for M Olsan to present Board staff procedures and policies as they relate to the application process for approval by the Board at the April 20th, 2012 Board meeting. D Dowling seconded. All approved; no abstentions.

Committee Professional Assistance Program (PAP) – P Millhollon, E Cowger

No report.

Committee on Licensure and Supervision – A Allen, P Millhollon

P Millhollon reported 5 folders were reviewed for registration/licensure/supervision for LMFT.

Registration of Supervision: 3 approved, 0 denied.

Licensure: 2 approved, 0 denied.

Supervision: 0 approved, 0 denied.

A Williams reported 42 folders were reviewed for registration/licensure/supervision for LPC.

Part One: 2 approved, 5 denied, 1 to be re-reviewed

Part Two: 0 approved, 0 denied

Part One and Two: 1 approved, 0 denied

Part Two and Three: 3 approved, 0 denied

Change of Supervisor: 4 approved, 0 denied

Registration of Supervision: 7 approved, 2 denied

Licensure: 9 approved, 3 denied

Privileging: 1 approved, 0 denied

Supervision: 4 approved, 0 denied

A Allen presented an applicant for Part I whom the Board previously reviewed and asked for additional information regarding a felony charge. A Allen presented the new information received. S Adams suggested the Board require a certified copy of a criminal background check and a copy of the applicants discharge papers from the United States Army. A Allen motioned to accept the Licensure and Supervision report. All approved; no abstentions.

Committee on Privileging – A Allen

A Allen reported that one application for Appraisal privileges was received and approved. A Allen motioned to accept the Privileging report. All approved; no abstentions.

Committee on Rules – G Perkins, A Allen, E Cowger, A Williams

G Perkins reported that the Rules Committee met and determined LPCs should keep records for a minimum of five years. G Perkins also asked for feedback from the Board with regard to

limiting the number of online CEH's LPCs may obtain each renewal period. D Dowling suggested M Olsan research how online CEH's are offered and obtained by licensees. G Perkins thanked the Board for their feedback and stated that their suggestions would be incorporated into the next draft of rule revisions. G Perkins asked M Olsan to send the Rules Committee the codified version of Act 320 related and other rule revisions for their review. M Reynaud asked the Rules Committee to review the current rules regarding "adequate documentation" for LPCs.

Marriage and Family Therapy Advisory Committee Report –M Reynaud, T Moore

M Reynaud reported that he asked T Moore to accept an appointment to head up a task force for the LMFT-S handbook. T Moore accepted this appointment. M Reynaud reminded everyone of the upcoming LAMFT conference and the MFTAC's presentation. T Moore motioned to accept the MFTAC report. All approved; no abstentions.

LPC Renewals – M Olsan

M Olsan asked the Board if LPC renewal reminder letters could be sent to those for whom the Board has an email address via email and via U.S. Postal service for those who are audited or for whom we do not have a valid email address. D Dowling suggested these emails be sent using Constant Contact. P Millhollon suggested the renewal reminder letter sent to those without an email address include a notification that future reminders will be sent via email.

Committee on Correspondence – A Williams, M Olsan

M Olsan explained the variety of questions received regarding psychological tests. L Choate and T Moore stated that those LPCs who are unsure of whether or not they should administer a specific test should not administer the test in question. G Bockrath also recommended that those LPCs with questions should continue to be referred to the Board's position statement and reminded to seek legal advice should they have difficulty interpreting the laws or rules.

Public Comments

None.

Committee on Personnel – D Dowling

No report.

Committee on Budgeting – D Dowling, T Moore, E Cowger, M Olsan

D Dowling stated that he agreed with the recommendations of the Rules Committee and supported the idea of using resources to potentially develop another revenue stream.

Financial Report – M Olsan

M Olsan presented the February 2012 financial report. G Perkins motioned to approve the financial report. T Moore seconded. All approved; no abstentions.

Executive Director Report – M Olsan

M Olsan presented the Executive Director report.

LAMFT Liaison Report – P Millhollon

P Millhollon reported she met with H Brownell of LAMFT to introduce herself as the new LAMFT liaison. P Millhollon also reported that H Brownell informed her that names were submitted to the Governor's office for new Board member appointments.

LCA Liaison Report – E Cowger

E Cowger presented a report on the LCA Executive Meeting which included the list of names submitted by LCA to the Governor’s office for new Board member appointments. He also reported that LCA planned to set up interviews with each Board nominee in the near future. E Cowger thanked M Olsan for her presentation at the LCA Executive Meeting.

New Business – M Olsan

M Olsan discussed options for conducting the next Board officer election. L Choate suggested the elections be held before T Moore and G Bockrath rolled off the Board, rather than waiting until new Board members are appointed. She stated that a more formalized process was needed. M Olsan stated that she would email the Board with a list of positions and a deadline to submit nominations. New Board officer elections will be held at the April meeting.

M Olsan asked the Board for feedback about sending an e-newsletter to all LPCs to provide information regarding the Board’s financial position. T Moore also suggested “town hall” type meetings across the state to provide information and answer questions. The Board decided to table this discussion for a later date.

G Bockrath announced that the next Board meeting is on April 20th, 2012.

Closing

P Millhollon motioned to adjourn the meeting at 5:08 PM. E Cowger seconded. All approved; no abstentions.

Respectfully Submitted by,

Mary Alice Olsan

Executive Director