

**MINUTES JULY 20<sup>TH</sup>, 2012**  
**LICENSED PROFESSIONAL COUNSELORS BOARD OF EXAMINERS**  
**Approved September 21<sup>st</sup>, 2012**

The meeting was called to order by G Perkins at 12:12 p.m. A roll call was taken and a quorum was present.

**Members Present:**

G Perkins            P Millhollon  
L Choate            A Williams  
M Reynaud        A Allen  
E Cowger           K Lammert

**Staff Present:**

M Olsan

**Guests Present:**

S Adams  
K Green  
B Russell  
C Nardini

**Members Absent:**

D Dowling  
T Moore

**Agenda**

E Cowger motioned to approve the agenda. M Reynaud seconded. All approved; no abstentions.

**Board Minutes**

P Millhollon moved to accept the June 15<sup>th</sup> Meeting Minutes. A Williams seconded. All approved; no abstentions.

**Legislative Updates – G Perkins, M Olsan**

M Olsan reported on the BACB meeting regarding SR 159. C Nardini explained ACA's position on the regulation of Behavioral Analysts. M Olsan to provide the Board with additional information regarding Behavioral Analysts and how they are regulated in other states.

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

No report.

**Committee on Licensure and Supervision – A Allen, A Williams, P Millhollon**

P Millhollon reported four applicants were reviewed for registration/licensure/supervision for LMFT.

Registration of Supervision: 2 approved, 0 denied  
Licensure: 0 approved, 0 denied  
Change of Supervisor: 2 approved, 0 denied  
Supervision: 0 approved, 0 denied

A Williams reported 68 folders were reviewed for registration/licensure/supervision for LPC.

Part One: 3 approved, 2 denied  
Part Two: 0 approved, 0 denied  
Part One and Two: 1 approved, 0 denied  
Part Two and Three: 4 approved, 0 denied  
Change of Supervisor: 10 approved, 0 denied  
Registration of Supervision: 18 approved, 1 denied  
Licensure: 16 approved, 0 denied, 1 need more information  
Privileging: 1 approved, 0 denied  
Supervision: 10 approved, 0 denied  
Areas of Expertise: 1 approved, 0 denied

A Williams presented potential questions to add to all applications to target applicants in need of the PAP. G Perkins suggested each Board member highlight the questions most important to

them. She asked the Licensure Committee to prioritize and present the most highly rated questions for review at the next Board meeting. P Millhollon motioned to accept the Licensure Committee report. All approved; no abstentions.

**Committee on Appraisal Privilege – A Williams**

A Williams reported one applicant was approved for appraisal privileges. A Williams motioned to accept the Appraisal Privilege report. All approved; no abstentions.

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

G Perkins reported the Rules Committee met earlier in the day to review Act 636, to define the next course of action, and to determine what items need to be addressed in the new rules. G Perkins also reported the next Rules Committee meeting would be in Natchitoches, Louisiana on August 24<sup>th</sup>. The Board discussed the effect of the Act 320 emergency rules while the Act 636 emergency rules are written. S Adams stated that rules have the effect of law but that the underlining law supersedes the rules if there is a conflict between existing rules and new laws. He further stated that Act 320 emergency rules must be enforced except wherein they contradict the law. G Perkins motioned to accept the Rules Committee report. All approved; no abstentions.

**Marriage and Family Therapy Advisory Committee Report –M Reynaud**

M Reynaud reported that the final LMFT rules, including those related to supervision, would be printed in the August 20<sup>th</sup> Louisiana Register. M Reynaud also reported that to date, no response had been received by the MFTAC in response to their requested AG opinion and suggested M Olsan contact the AG's office for an update. He also reported that the MFTAC is still waiting on new Board member appointees to the MFTAC. M Reynaud motioned to accept the MFTAC report. All approved; no abstentions.

**Committee on Correspondence – A Williams, M Olsan**

M Olsan informed the Board of multiple calls and emails related to telephonic counseling and asked for assistance with these inquiries. M Olsan suggested a position statement from the Board on this topic. L Choate agreed this was good project to undertake and G Perkins and A Williams suggested editing the internet counseling position statement. K Lammert agreed with this suggestion and explained how the telephonic counseling is handled in the medical field. G Perkins stated that the Rules Committee would address this issue after Act 636 emergency rules were finalized. A Williams motioned to accept the Correspondence report. All approved; no abstentions.

**Public Comments**

None.

**Committee on Disciplinary Affairs – L Choate, M Reynaud**

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

**The following cases were closed:**

- 10/11-39 – Fraudulent Record Keeping/Unprofessional Conduct
- 11/12-30 – Unprofessional Conduct/Abusive Behavior
- 11/12-35 – Failure to Report
- 11/12-44 – Fraudulent Billing
- 11/12-54 – Practicing without Board-approved Supervision

**The following cases were opened:**

- 11/12-57: Fraudulent Billing
- 12/13-01: Fraudulent Billing and Record Keeping
- 12/13-02: Misrepresentation of Credentials\*

12/13-03: Misrepresentation of Credentials\*  
12/13-04: Misrepresentation of Credentials\*  
12/13-05: No License\*  
12/13-06: Unprofessional Conduct  
12/13-07: Unprofessional Conduct

**\*Board-Initiated Complaint**

There are a total of 35 active cases.

K Green presented the Consent Agreement in case 11/12-44 (June Durio). The Board unanimously voted to accept the Consent Agreement with no abstentions.

M Reynaud asked to Board to vote to go to hearing with case 11/12-12. He explained that Consent Agreement negotiations failed and therefore, needed to Board's support to move to the hearing stage with this case. The Board unanimously voted to proceed with a hearing in case 11/12-12. M Reynaud, A Williams, and A Allen were recused from the vote. M Olsan stated the hearing would most likely take place at the September 21<sup>st</sup> Board meeting.

S Adams presented updates on three ongoing discipline cases: 06/07-09, 07/08-02, and 08/09-04.

L Choate discussed sanctioning applicants and interns who are not receiving active supervision. The Board discussed the definition of active supervision. L Choate presented a draft of new disciplinary policies developed by L Choate and M Olsan related to supervision and applicant issues. M Olsan suggested that the Rules Committee consider editing Board rules related to active supervision. M Reynaud suggested the LPC related supervision rules mirror those developed by the MFTAC for LMFTs. L Choate to present revised disciplinary policies at the next Board meeting. L Choate motioned to accept the Disciplinary Committee report. All approved; no abstentions.

**Committee on Personnel – D Dowling, M Olsan**

No report.

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

M Olsan presented the Louisiana Attestation Questionnaire (LAQ) for Board adoption. E Cowger motioned for the Board to adopt the LAQ. M Reynaud seconded. All approved; no abstentions.

**Financial Report – M Olsan**

M Olsan presented the June financials for Board approval. M Olsan also presented a preliminary summary of the fiscal year end financials. E Cowger motioned to approve the June financial reports. K Lammert seconded. All approved; no abstentions.

**Executive Director Report – M Olsan**

M Olsan presented the Executive Director report.

**LAMFT Liaison Report – M Olsan**

M Olsan presented the LAMFT Liaison report.

**LCA Liaison Report – E Cowger**

M Olsan presented the LCA Liaison report and reminded the Board of the dates for the LCA conference.

**Regulatory Board Complaints – G Perkins**

The Board reviewed and edited a letter drafted by S Adams regarding actions taken during the recent legislative session by another regulatory Board. M Reynaud motioned for S Adams to move forward with the revised version of the letter. E Cowger seconded. All approved; no abstentions.

**New Business – G Perkins, M Olsan**

G Perkins suggested that the November Board meeting be moved from November 16<sup>th</sup> to November 9<sup>th</sup>. K Lammert motioned to change the November Board meeting date to November 9<sup>th</sup>. E Cowger seconded. All approved; no abstentions.

G Perkins presented information from AASCB regarding a vacant Secretary position. E Cowger expressed interest in this position.

G Perkins reported that the next Board meeting is on September 21<sup>st</sup>, 2012 at 12:00 p.m.

**Closing**

P Millhollon motioned to adjourn the meeting at 3:36 PM. M Reynaud seconded. All approved; no abstentions.

Respectfully Submitted by,

Mary Alice Olsan  
Executive Director