

**MINUTES July 20, 2018**  
**LICENSED PROFESSIONAL COUNSELORS BOARD OF EXAMINERS**  
APPROVED

The meeting was called to order by K Steele at 12:38 PM. K Steele took the roll call and determined a quorum was present.

**Members Present:**

P Millhollon  
L Choate  
K Steele  
R Cathey  
D Mayeux  
E Cowger  
E Airhia  
J Mims  
N Pierce

**Members Absent:**

C Guillotte  
J Cortez

**Staff Present:**

J Doming      R Lundin

**Guests Present:**

**Agenda**

K Steele asks to approve the agenda. D Mayeux approves. E Cowger seconds. All approved; no abstentions.

N Pierce calls roll.

**Board Meeting Minutes**

K Steele asks for a motion to approve the March Board Meeting minutes. D Mayeux motions to approve. E Airhia seconds. All approved; no abstentions.

**Committee on Disciplinary Affairs Report- L Choate, K Steele, N Pierce**

K Steele asks L Choate to present the Disciplinary Affairs Committee Report. L Choate presents the Disciplinary Affairs Committee Report:

**Official Complaints Received since March 23, 2018:**

1. 17/18-63 Unprofessional Conduct
2. 17/18-64 Unprofessional Conduct
3. 17/18-65 Unprofessional Conduct
4. 17/18-66 Not licensed with LPC Board
5. 17/18-67 Unprofessional Conduct
6. 17/18-68 Unprofessional Conduct
7. 17/18-69 Sexual Misconduct with Minor
8. 17/18-70 Documenting False Information
9. 17/18-71 Inappropriate Relationship
10. 17/18-72 Medicaid Fraud
11. 17/18-73 Unprofessional Conduct
12. 18/19-01 Medicaid Fraud
13. 18/19-02 Supervisory abandonment

**Cases to Open:**

1. 17/18-63 Unprofessional Conduct
2. 17/18-64 Unprofessional Conduct
3. 17/18-65 Unprofessional Conduct
4. 17/18-66 Not licensed with LPC Board
5. 17/18-67 Unprofessional Conduct
6. 17/18-68 Unprofessional Conduct
7. 17/18-69 Sexual Misconduct with Minor
8. 17/18-70 Documenting False Information
9. 17/18-71 Inappropriate Relationship
10. 17/18-72 Medicaid Fraud
11. 17/18-73 Unprofessional Conduct
12. 18/19-01 Medicaid Fraud
13. 18/19-02 Supervisory abandonment

**Cases to Close:**

1. 17/18-21 Failure to Cooperate with Board

K Steele asks to approve her as discipline committee chair. All in favor. K Steele asks for public comments. No comments.

E Cowger motions to approve the discipline report. J Mims seconds. All approve, no abstentions.

**Committee on Legislative Affairs – C Guillotte, E Airhia, J Mims, J Doming, M Feduccia**

P Millhollon speaks on behalf of M Feduccia and C Guillotte. LAMFT is working on her replacement, as her appointment will expire in November. Mississippi has become independent from the national association and Louisiana is considering options for the continuance of the professional association.

K Steele asks for public comments. No comments.

**Committee on Licensure/Supervision/Appraisal –E Cowger, J Mims, J Cortez, C Guillotte**

E Cowger presents licensure report. The data includes those practice settings and expedited applications approved each month by Board Staff.

**Total Number of LPC Applications Reviewed:  
June & July 2018**

<b>Application</b>	<b>June</b>	<b>July</b>	<b>Total</b>
LPC Application for Licensure	13	23	36

<b>31 APPROVED; 4 DENED; 1 NEED ADDITIONAL INFORMATION</b>			
LPC Endorsement Application	0	10	10
<b>5 APPROVED; 5 DENIED</b>			
PLPC Application (Section 1, 2, 3)	31	27	58
<b>51 APPROVED; 7 DENIED</b>			
PLPC Application:Section 1 Only	0	1	1
<b>1 DENIED</b>			
PLPC Application: Section 1 and 2 Only	3	0	3
<b>3 APPROVED</b>			
PLPC Application: Section 2 Only	0	0	0
<b>N/A</b>			
PLPC Application: Section 2 and 3 Only	1	0	1
<b>1 APPROVED</b>			
PLPC Application: Section 3 Only	0	0	0
<b>N/A</b>			
PLPC: Change/Add Supervisor	11	5	16
<b>16 APPROVED</b>			
LPC Supervisor Application	9	10	19
<b>18 APPROVED; 1 DENIED</b>			
Appraisal Privilege	1	1	2
<b>2 APPROVED</b>			
LPC Areas of Expertise Review	0	0	0
<b>N/A</b>			
Application for Expedited Processing	49	18	67
<b>2 APPROVED</b>			
PLPC Practice Setting Updates	38	27	65
<b>2 APPROVED</b>			
<b>Total LPC Folders Reviewed</b>	<b>156</b>	<b>122</b>	<b>278</b>

Discussion on how to proceed with applicants that have been denied in the past by other boards. J Mims motions to request applicants with past issues to submit to substance abuse screening tests. J Mims and E Cowger in favor. All other members present oppose.

Applicants with a possible history of substance abuse problems will be monitored by the PAP committee.

P Millhollon presents MFTAC report:

## Total Number of LMFT Applications Reviewed: June & July 2018

Application	June	July	Total
LMFT Application for Licensure <b>2 APPROVED</b>	1	1	2
LMFT Out-of State Applications for Licensure <b>N/A</b>	0	0	0
PLMFT Section 1,2,3 <b>8 APPROVED</b>	6	2	8
PLMFT Section 1 Only <b>N/A</b>	0	0	0
PLMFT Section 2 and 3 Only <b>N/A</b>	0	0	0
PLMFT Change/Add Practice Setting <b>5 APPROVED</b>	4	1	5
PLMFT Change/Add Supervisor <b>1 APPROVED</b>	1	0	1
LMFT SC Application: Section 1 <b>N/A</b>	0	0	0
LMFT SC Application: Section 2 <b>N/A</b>	0	0	0
LMFT Supervisor Candidate <b>N/A</b>	0	0	0
LMFT Supervisor <b>N/A</b>	0	0	0

Application for Expedited Processing 3 1 4

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**Total LMFT Folders Reviewed 15 5 20**

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K Steele asks for public comments. No comments.

E Cowger motions to approve licensure report. E Airhia seconds. All approved; no abstentions.

**Marriage and Family Therapy Advisory Committee Report: P Millhollon, K Steele, R Cathey, C Guillotte**

P Millhollon reminds the Board of the scheduled Rules Retreat. J Mims will attend as well to represent the licensure committee. Committee is looking at adopting telehealth rules similar to AAMFTRB as well as new endorsement rules. Another meeting will be held via Zoom in August.

R Cathey has been reappointed to the Board.

K Steele asks for public comments. No comments.

P Millhollon motions to accept report. E Airhia seconds. All approved; no abstentions.

**Committee Professional Assistance Program (PAP): P Millhollon, R Cathey, E Airhia**

R Cathey presents PAP report. There are 5 cases open. Committee met with one participant before the meeting.

R Cathey motions to accept the PAP report. E Cowger seconds. All approved; no abstentions.

**Committee on Rules- J Mims, E Cowger, J Cortez, K Steele, E Cowger, J Doming**

Committee met on June 21<sup>st</sup> and 22nd. Committee will meet again in August to consider telehealth rules, endorsement, criminal records, active supervision, and jurisprudence exams.

J Mims motions to approve new classifications for lapsed, expired, inactive and retired licensees. E Cowger seconds. All approve, no abstentions.

J Mims asks the Board to consider that members receive 10 CEH’s for being a member of the Board.

Board discusses the inclusion of psychology degrees and redefining supervision.

J Doming would like to implement background checks at the beginning of the new year.

J Mims motions to approve fingerprint background checks beginning January 1, 2019 for all new applicants. Currently licensed will submit beginning with renewals in 2020. E Cowger seconds. All approved; no abstentions.

K Steele recommends changing the practicum and internship requirements to be congruent with CACREP standards. Rules Committee will look at this recommendation.

K Steele asks for public comments. No public comments.

**Committee on Correspondence – J Doming, N Pierce, K Steele**

J Doming reads a policy statement about practicing within your scope of practice. L

Choate makes change recommendation. E Airhia motions to approve with change. R Cathey seconds. All approve; no abstention.

K Steele asks for public comments. No public comments.

Recess

P Millhollon motions to reconvene. E Airhia seconds. All approve; no abstentions.

**Committee on Personnel – K Steele, D Mayeux, R Cathey, J Doming**

J Doming is looking for a new discipline assistant.

K Steele presents the ED hiring manual and interview packet for Board approval.

**Financial Report(s) – J Doming**

J Doming presents the April and May financial reports. Increased revenue during April and May. June is typically the largest revenue month of the year. J Doming will move finances into a certificate of deposit at Chase bank. N Pierce motions to accept. E Airhia seconds. All approved; no abstentions.

**Executive Director Report – J Doming**

J Doming presents the Executive Director Report. New website is in progress. All Board contracts have been approved. E Cowger motions to accept. E Airhia seconds.

J Mims motions to enter into Executive Session. E Airhia seconds. All approve; no abstentions.

K Steele motions to exit Executive Session. J Mims seconds. All approve; no abstentions.

**Old Business- K Steele, J Doming**

K Steele reminds the Board the Board meeting policy and procedures manual is due September 7, 2018

**New Business – K Steele, J Doming**

September 21st is the next board meeting.

MFTAC Rules Retreat that night.

Farewell to long time Board members L Choate and E Cowger.

**Closing**

E Cowger motions to adjourn. E Airhia seconds. All approved; no abstentions.

Adjourn meeting at 4:25 PM.

Respectfully Submitted By,

Jamie S. Doming, Executive Director