

**DRAFT MINUTES
BOARD OF COUNSELING
REGULATORY COMMITTEE
AUGUST 7, 2008**

TIME & PLACE: The meeting was called to order at 1:05 p.m. on August 7, 2008 in Board Room 3 at the Department of Health Professions, 9960 Mayland Drive, Suite 300, Richmond, Virginia.

PRESIDING: Kevin S. Doyle, Ed.D., Chair

**MEMBERS
PRESENT:** Mary Lou Argow
Donnie Conner, Ph.D.
Kevin Doyle, Ed.D.
Charles McAdams, Ed.D.
Vivian Sanchez-Jones
Linda Seeman, Ph.D.

**MEMBERS
ABSENT:** Eric McCollum, Ph.D.
Natale Ward

**STAFF
PRESENT:** Evelyn B. Brown, Executive Director
Elaine Yeatts, DHP Policy Analyst
Diana Pollick, Administrative Assistant

**OTHERS
PRESENT:** Alice Burman, VCU Rehabilitation Counseling

**ORDERING
OF AGENDA:** The agenda was approved as presented.

**APPROVAL
OF MINUTES:** Dr. McAdams moved to accept the minutes of the February 7, 2008 meeting. Dr. Conner seconded the motion which passed unanimously.

**UPDATE ON
DISTANCE
COUNSELING:** Kevin Doyle, Ed.D.
Dr. Doyle reported he, Dr. Seeman and Dr. McAdams met with the Behavioral Sciences Ad-Hoc committee for Distance Therapy and Supervision on May 2, 2008 at which time they agreed to develop language for a draft guidance document that was “counseling specific” and one that was “supervision specific”, for the Board of Counseling and made available to the Boards of Psychology and Social Work. This draft language was completed and was sent to Howard Casway for his legal review which he would discuss with the full Board on Friday, August 8, 2008.

**UPDATE ON
PROPOSED
REGULATIONS:**

Elaine Yeatts, DHP Senior Policy Analyst

Ms. Yeatts reported that the Governor has approved the proposed regulations for requirements for “Residency, Endorsement and Portability” which will be in effect on September 3, 2008. A “Frequently Asked Questions” document will be developed to address questions that are currently being received by Board staff. Kevin Doyle suggested that a list of colleges, universities and agencies be compiled to be informed of the new supervision requirements. Lou Argow seconded the motion which passed unanimously.

**UPDATE ON
“COUNSELING
RELATED
DEGREE
PROGRAMS”:**

Charles McAdams

Dr. McAdams reported that he had reviewed the documents submitted by applicants identified as having questionable “counseling related degrees” as delineated in regulation 18VAC115-20-49 from the May 8, 2008 Credentials Committee meeting. The documents reviewed were; a mission statement, faculty roster, syllabi and transcripts. It was discovered, by reviewing mission statements, that many college, university and “academic programs” mission statements met the requirements set forth in 18VAC115-20-49, but that many of the mission statements and program descriptions of the actual “course of study” within the program did not meet the requirements. It was determined that for future reviews a mission statement from the “course of study” will be requested, rather than mission statements from the college, university or program. Dr. McAdams’s review resulted in nine of the fifteen “courses of study” as meeting the requirements set forth in 18VAC115-20-49. The remaining six “courses of study” were denied approval as the documents demonstrated no expressed intent to prepare individuals to be counselors in the mission statement and program description.

Dr. McAdams also presented a draft guidance document he developed to provide clarification and guidance to applicants seeking licensure in Virginia. Discussion followed. Penn Turner moved to accept the additional information required to substantiate a “counseling related degree” and also to provide the guidance document for the full Board’s consideration on Friday, August 8, 2008.

**PERIODIC
REVIEW OF
REGULATIONS:**

Elaine Yeatts, DHP Policy Analyst

Elaine Yeatts reported that the Certified Substance Abuse Counselor (CSAC) and Certified Rehabilitation Provider (CRP) regulations needed to have a periodic review. Dr. Seeman moved to request that a notice of periodic review of the CSAC and CRP regulations be posted with a public comment period beginning on September 1, 2008 and ending on October 1, 2008. Dr. Conner seconded the motion which passed unanimously.

**REVIEW OF
GUIDANCE
DOCUMENTS:**

Elaine Yeatts, DHP Policy Analyst

Elaine Yeatts presented guidance documents needing to be reviewed to determine their current relevance. Discussion followed. Donnie Conner moved to have guidance documents that are obsolete, or those that now have the information provided in regulations be deleted, and those that are still considered pertinent be maintained, and revised if needed. Dr. Conner further moved that the By-Laws of the Board of Counseling be added as a Guidance Document after review at the upcoming November Regulatory Committee meeting. Mary Lou Argow seconded the motion which passed unanimously.

NEW BUSINESS:

Update of MFT Proposed Regulations: Elaine Yeatts

Elaine Yeatts reported that the proposed regulations have been approved by the Secretary and have gone to the Governors office where they are still under Executive review.

ADJOURN:

Dr. Conner moved to adjourn the meeting at 2:50 p.m. Dr. McAdams seconded the motion which passed unanimously.