

**DRAFT MINUTES
BOARD OF COUNSELING
QUARTERLY BOARD MEETING
Friday, May 9, 2014**

TIME AND PLACE:

The meeting was called to order at 9:03 a.m. on Friday, August 15, 2014, in Board Room 2 at the Department of Health Professions, 9960 Mayland Drive, Henrico, Virginia.

ATTENDANCE:

Presiding:

Johnston Brendel, Ed.D., LPC, LMFT, Chairperson

Board Members Present:

Cinda Caiella, LMFT
Kevin Doyle, Ed.D., LPC, LSATP
Scott Johnson, Ph.D., LMFT
Leah Mills
Patricia Mullen, LPC
Joan Normandy-Dolberg, LPC
Terry Tinsley, Ph.D., LPC, LMFT
Holly Tracy, LPC, LMFT

Board Members Absent:

Benjamin Keyes, Th.D., Ph.D., Ed.D., LPC
Sandra Malawer, LPC, LMFT
Phyllis Pugh, LPC, CSAC
Vivian Sanchez-Jones
Joseph Scislowicz, LPC, LMFT

Staff Present:

Tracey Arrington-Edmonds, Administrative Assistant
David Brown, D.C., DHP Director
Catherine Chappell, Executive Director
Christy Evans, Administrative Assistant
Jennifer Lang, Licensing Manager
James Rutkowski, Assistant Attorney General

WELCOME:

Dr. Brendel welcomed new board members, Ms. Caiella, Dr. Johnson, Ms. Normandy-Dolberg, Ms. Tracy, and greeted members of the public in attendance.

ORDERING OF AGENDA:

Ms. Chappell requested an amendment to the agenda to go into closed session first, because of board member time constraints and the need to maintain a quorum for consideration of a Consent Order. The agenda was accepted as amended.

CLOSED MEETING:

Ms. Normandy-Dolberg moved that the Board of Counseling convene in closed session pursuant to §2.2-3711(A)(27) of the Code of Virginia in order to consider a Consent Order. She further moved that David Brown, Catherine Chappell, Jennifer Lang, James Rutkowski, Tracey Arrington-Edmonds, and Christy Evans attend the closed meeting because their presence in the meeting was deemed necessary and they would aid the Board in its consideration of the matters. The motion was seconded and carried.

RECONVENE:

Ms. Normandy-Dolberg moved that pursuant to §2.2-3712 of the Code of Virginia that the Board of Counseling heard, discussed or considered only those public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as identified in the original motion. The motion was seconded and carried unanimously.

DECISION:

William Andrews, LPC

The board considered a Consent Order accepting indefinite suspension of Mr. Andrews' rights to practice as a Professional Counselor. Ms. Mullen made a motion to accept the Consent Order as presented. Dr. Johnson seconded the motion and the motion carried unanimously.

PUBLIC COMMENT

No public comment was made.

APPROVAL OF MINUTES:

A motion was made by Dr. Johnson to approve the minutes of the May 9, 2014 meeting as presented. The motion was seconded by Ms. Mullen and passed unanimously.

DHP DIRECTOR'S REPORT:

Dr. Brown introduced himself to new board members, and welcomed them to the Board. He reported that DHP has 182 gubernatorial appointees, and reminded everyone that serving as a Board Member is an important role in public safety. He commented that as a former member of the Board of Medicine, he understood the dedication that it takes to serve the Commonwealth. He also thanked the Executive Director and staff for their dedication.

NEW BUSINESS

Proposed Meeting Dates – 2015

Ms. Lang provided members with a list of proposed dates for board meetings and regulatory committee meetings. Dr. Brendel commented that August has historically been a particularly difficult time to obtain a quorum and that we may think about a date in September moving forward. Ms. Lang advised that she will contact board members by email to discuss the dates listed and any other available dates.

Committee Assignments

Ms. Lang distributed a sign-up sheet for board members to indicate their interest in serving on the Regulatory or Special Conference Committees.

EXECUTIVE DIRECTOR'S REPORT:

Ms. Chappell thanked the board members for their continued dedication and support and welcomed new board members. She reported that she and Ms. Lang provided a "mini orientation" to several new board members the previous day, and that the agency is scheduled to hold a formal orientation which should be held on October 10, 2014. Board staff will touch base with board members upon receipt of further information.

Ms. Chappell reported that a full report for licensing and discipline matters will be provided at the September 19, 2014 meeting, where the board will also consider a pending petition for rule-making. She reminded members of the Regulatory Committee that a meeting is scheduled on September 18, 2014.

Ms. Chappell updated board members on staffing changes, regarding the position for Deputy Executive Director of Discipline for the boards of Counseling, Psychology and Social Work. Patricia Larimer is no longer with the agency and Ms. Chappell will begin the process immediately to find a replacement in an acting role, and recruitment for the permanent position in the near future. Ms. Chappell is being assisted by Ms. Lang and Sarah Georgen, Licensing Manager for the Board of Social Work, in order to process immediate disciplinary matters.

ADJORN:

The meeting adjourned at 9:26 a.m.

Johnston Brendel, Ed.D., LPC, LMFT, Chairperson

Catherine H. Chappell, Executive Director