

DRAFT

Virginia Board of Counseling MINUTES August 22, 2002

- TIME AND PLACE:** The meeting was called to order at 10:10 a.m. on August 22, 2002 in conference room 2 of the Department of Health Professions, 6606 W. Broad Street, Richmond, Virginia.
- PRESIDING:** Rosemarie S. Hughes, Ph.D., Chair of the Board presided.
- MEMBERS PRESENT:** Abigail C. Barnes
Timothy Clinton, Ed.D.
Barbara M. Chrisley, Ph.D.
Kevin Doyle, Ed.D.
Maurice Graham, D. Min.
Howard R. King, Jr. Ph.D.
Jack Knapp, D.D.
Janice F. McMillan, Ph.D.
Eric T. Scalise
Lynnette L. Shadoan
- MEMBER ABSENT:** Alan W. Forrest, Ed.D.
Pamela P. Siegel
Natale A. Ward
- STAFF PRESENT:** Evelyn B. Brown, Executive Director
Benjamin Foster, Deputy Executive Director
Joyce D. Williams, Administrative Assistant
Howard Casway, Esq. Assistant Attorney General
Robert A. Nebiker, Director, Department of Health Professions
Gail Jaspén, Chief Deputy Director, Department of Health Professions
- PUBLIC COMMENTS:** There were no public comments.
- ROBERT NEBIKER:** Mr. Nebiker gave a brief overview of the condition of the State's budget. Based on the condition of the Commonwealth's finances, agencies will be faced with significant challenges and restrictions on spending. These challenges will also affect special funded agencies such as the Department of Health Professions.

Mr. Nebiker reported that the Department will be moving to 6603 W. Broad Street, 5th and 6th floors.

Mr. Nebiker reported that draft minutes of any meetings are required to be posted within 10 days after a meeting is held. Final minutes have to be posted three days after approval.

GAIL JASPEN:

Ms. Jaspen discussed the new requirement to post minutes of informal conferences on the Internet and the implementation of procedures for such posting. Ms. Jaspen reported that Board members who did not participate in an informal proceeding must not read the minutes of that informal, in case it goes to a formal hearing. Ms. Jaspen further reported that meetings held by telephone must be posted on the Commonwealth Calendar and minutes taken.

CHAIR:

Dr. Hughes welcomed reappointed Board member, Jack Knapp and new Board member, Kevin Doyle.

Dr. Hughes reported that the Board now has 14 members. Two new Board members are not present today, Alan Forrest, LPC from the Department of Counselor Education at Radford University and Natale Ward, LPC, Drug Court Administrator, with the Hampton/Newport News Community Services Board.

CHAIR:

Dr. Hughes acknowledged that several members had worked long and hard on the regulations for Licensed Substance Abuse Treatment Practitioners, which will soon be adopted as final regulations.

The new regulatory project will be the continuing competency areas.

Dr. Hughes announced that the Board could not develop supervision requirements until it begins the regulatory process for consistency requirements.

Dr. Hughes encouraged Board members to take the opportunity speak to the community as members of the Board about the Board's activities and the Board's regulated professions.

EXECUTIVE DIRECTOR: There was no report.

COMMITTEE REPORTS: **Regulatory/Supervision/Legislative**

Dr. McMillan reported that a public hearing was held on the Time Limited Waiver for Licensed Substance Abuse Treatment Practitioners. Public comment was heard at the hearing and additional written comments were taken until July 19, 2002. The Board responded to these comments. The summary of the responses is attached as part of the minutes.

A motion was made by Dr. Knapp and seconded by Dr. Clinton to adopt the summary of responses to public comment on the regulations for the Time Limited Waiver for Licenses Substance Abuse Treatment Practitioners. The motion was passed by 11 members and one abstention (Dr. Doyle).

A motion was made by Dr. Knapp and seconded by Dr. Chrisley to adopt the Regulations for the Time-limited Waiver for Licensed Substance Abuse Treatment Practitioners. The motion was passed by 11 members and one opposition (Dr. Doyle).

Mr. Foster gave a brief update on the status of regulatory issues.

Mr. Foster also reported that the Regulation/Supervision/Legislative Committee has started the process to develop regulations for continuing competency. He reported that the Committee reviewed a working draft that was developed from the requirements of the Boards of Psychology and Social Work for continuing competency. The Committee worked in three groups to review sections of the draft and will continue to work on continuing competency at the November meeting. Mr. Foster announced that public comments would be taken on the continuing competency regulations through September 11, 2002.

The report was accepted.

MINUTES: The minutes of May 30-31, 2002 were approved.

Credential Committee

COMMITTEE REPORT: Dr. King reported that the Committee would have to continue
(Continued: its meeting this afternoon and will make a report at Friday's Board meeting.

Discipline

Ms. Shadoan reported that the Board has 14 cases in Enforcement and nine cases at Board level. She further reported that there are four licenses on probation, and no informal conferences had been held since the May 30-31 meeting.

The report was accepted as information.

Examination

Dr. Hughes reported that the Certified Substance Abuse Counselor examination was administered In April 2002. 112 applicants took the examination, of which 89 (79.46%) passed. Ninety-six took the examination for the first time; of which 84 (87.5%) passed. 16 applicants repeated the examination; of which five passed (31.25%)

The report was accepted as information.

Board of Health Professions (BHP)

Dr. Knapp, the Board of Counseling's representative to the Board of Health Professions summarized the activities of the Boards of Health professions, which met on June 4, 2002. Dr. Knapp's report was accepted as information.

Public Relations

Mr. Scalise reported that articles for the next newsletter are being prepared.

Certified Substance Abuse Counselor Assistant (CSACA) Examination

After discussion Dr. Hughes appointed Ms. Barnes and Dr. Doyle as a subcommittee to the Examination Committee to begin development of a jurisprudence examination for CSACAs. New Board member, Ms. Ward, and other constituents will be asked to assist.

NEW BUSINESS:

Pre-review of Coursework

Dr. Hughes shared concern of an individual who had written to the Board to appeal the National Board of Certified Counselor's (NBCC) decision to deny coursework after an NBCC pre-view. The Board determined that pre-review of coursework of individual's who are not applicants for licensure is not a role of the Credentials Committee of the Board. Applicants must apply for licensure before credentials can be considered by the Board.

The Board determined that NBCC does pre-review as an optional service and charges a fee, but this is not a part of the Board contract for review of applications.

Mr. Casway will draft correspondence to NBCC regarding the issue of pre-review.

Committee Assignments

Dr. Hughes will contact Board members to ask on what committees they want to participate.

Travel

Because of budgetary limitations Dr. Hughes reported that a Board representative will not be sent to the Association of Marriage and Family Therapy Regulatory Board's annual conference.

ADJOURNMENT:

The meeting adjourned at 3:30 p.m.

Virginia Board of Counseling
MINUTES
August 23, 2002

TIME AND PLACE: The meeting was called to order at 9:10 a.m. on August 23, 2002 in conference room 2 of the Department of Health Professions, 6606 W. Broad Street, Richmond, Virginia.

PRESIDING: Rosemarie S. Hughes, Ph.D., Chair of the Board presided.

MEMBERS PRESENT: Abigail C. Barnes
Timothy Clinton, Ed.D.
Barbara M. Chrisley, Ph.D.
Kevin Doyle, Ed.D.
Alan W. Forrest, Ed.D.
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Joyce D. Williams, Administrative Assistant
Howard Casway, Esq. Assistant Attorney General

COMMITTEE REPORT: **Credentials**

Dr. King reported on credentials reviewed at the Credential Committee's meeting held August 22, 2000. The report was accepted and is attached as part of the minutes.

Regulations

Mr. Foster reported that the Board should make changes in it's regulations to update the new FOIA citations. A motion was made by Dr. Knapp and seconded by Mr.

Scalise to make the necessary changes in the Board's regulations to correct the FOIA citations. The motion was unanimously approved.

ADJOURNMENT: The meeting adjourned at 9:20 a.m.

Rosemarie S. Hughes, Ph.D. Chair

Evelyn B. Brown, Executive Director