

**VIRGINIA BOARD OF COUNSELING  
MINUTES  
JUNE 4, 2004**

**TIME & PLACE:** The meeting was called to order at 9:17 A.M. on June 4, 2004 in Board Room 4 of the Department of Health Professions, 6603 West Broad Street, 5<sup>th</sup> Floor, Richmond, Virginia.

**PRESIDING:** Janice F. McMillan, Ph.D., Chair

**MEMBERS PRESENT:** Mary Lou Argow  
Abigail Barnes  
Timothy Clinton, Ed.D.  
Kevin Doyle, Ed.D.  
Alan Forrest, Ed.D.  
Howard King, Ph.D.  
Karen Rosen, Ed.D.  
Pamela Siegel

**MEMBERS ABSENT:** Barbara Chrisley, Ph.D.  
Maurice Graham, D. Min.  
Jack Knapp, D.D.  
Lynnette Shadoan  
Natale Ward

**STAFF PRESENT:** Evelyn B. Brown, Executive Director  
Benjamin Foster, Deputy Executive Director  
Elaine Yeatts, Sr. Policy Analyst  
Diana L. Pollick, Administrative Assistant  
Howard Casway, Sr. Assistant Attorney General

**PUBLIC COMMENT:** There was no public comment.

**APPROVAL OF MINUTES:** The minutes of February 27, 2004 were approved.

**CHAIR:** The Credentials Review Committee was recognized for their dedication and contributions.

Timothy Clinton, Ed.D., was commended for his eight years of service to the Board. Dr. Clinton's second term ends June 30, 2004.

**EXECUTIVE  
DIRECTOR:**

- O Legislative Report:** Ms. Yeatts presented a review of the laws that will become effective July 1, 2004. Howard Casway assisted in this matter. Ms. Yeatts and Mr. Casway will present a follow-up on HB 877 at the August Board meeting.
- O The adoption of “Emergency Regulations for Delegation to an Agency Subordinate”** was discussed. The adoption must take place 280 days from March 10, 2004. Criteria for delegation will be determined at a future meeting.
- O The online renewal process** was presented and Board members were encouraged to use the online system.
- O Consent Orders:** Two Consent Orders were presented to the Board for ratification. A motion was made by Timothy Clinton to accept the Consent Orders for James Smith, L.P.C., and Dava Giuli, L.P.C. The motion was seconded by Mary Lou Argow. The motion carried unanimously.

**COMMITTEE  
REPORTS:**

- O Regulatory/Supervision/Legislative Committee:**
  - \* Continuing Competency:** The proposed regulations for the Licensed Professional Counselor, Marriage & Family Therapist and Licensed Substance Abuse Treatment Provider were presented.

The Board’s response to public comment was presented by Chair, Janice McMillan. A motion was made to accept the response to public comment by Timothy Clinton and seconded by Alan Forrest. The motion carried unanimously.

A motion was made to adopt the proposed Continuing Education Regulations; Chapters 20, 50 and 60 by Abigail Barnes and seconded by Timothy Clinton. Discussion followed. The motion carried unanimously.

- \* Proposed Uniformity of Standards & Practices:** The proposed language , drafted by the Ad Hoc Committee for Standards of Practice, was presented to the Board. Discussion followed. A motion was made to accept the proposed language and adopt the uniformity of Standards of Practice by Timothy Clinton and seconded by Mary Lou Argow. The motion carried unanimously.

**O Credentials Review Committee: Dr. King reported on the credentials reviewed at the meeting held on June 3, 2004 at 9:00 A.M. The Committee held three Informal Conferences and reviewed 26 files.**

**O Discipline Committee: Evelyn Brown reported in Lynnette Shadoan's absence that the Board has 16 cases in Enforcement, 4 cases at Board level and 2 Informal Conferences have been held since February 27, 2004. She further reported that 2 cases are in Administrative Proceedings in preparation for Informal Conferences and 2 Consent Orders were presented to the Board for ratification.**

**OLD BUSINESS: The next Board Meeting will be held on August 26 & 27, 2004**

**NEW BUSINESS: Members were encouraged to consider becoming a delegate or presenting a proposal for AASCB.**

**ADJOURN: A motion was made to adjourn by Abigail Barnes at 11:50. The motion was seconded by Timothy Clinton. The motion carried unanimously.**