

**MINUTES
BOARD OF COUNSELING
JUNE 3, 2005**

Dr. Janice McMillan convened a Formal Hearing at 9:30 A.M. on June 3, 2005 in Conference Room 2, Fifth Floor, Department of Health Professions, 6603 West Broad Street, Richmond, Virginia.

BOARD MEMBERS PRESENT:

Mary Lou Argow
Abigail Barnes
Donnie G. Conner, Ph.D.
Kevin S. Doyle, Ed.D.
Alan W. Forrest, Ed.D.
Maurice Graham, D. Min.
Howard R. King, Ph.D.
Jack Knapp, D.D.
Karen Rosen, Ed.D.
Linda K. Seeman, Ph.D.
Lynnette Shadoan
Natale Ward

BOARD MEMBERS ABSENT:

Luke E. Torian, D.D.

STAFF PRESENT:

Evelyn B. Brown, Executive Director
Benjamin Foster, Deputy Executive Director
Diana Pollick, Administrative Assistant
Patricia Larimer, Sr. Adjudication Analyst
Emily Wingfield, Assistant Attorney General

OTHERS PRESENT:

Pat Stigall, Regional Enforcement Manager
Keith Crane, Court Reporter

Dr. McMillan opened the Hearing and stated for the record that the Respondent, nor a representative for the respondent were present. The witness was sworn in.

Dr. McMillan invited Ms. Larimer to make an opening statement and present any evidence that she may have.

When all evidence had been presented Dr. McMillan invited Ms. Larimer to make a closing statement and present proposed findings of fact and conclusions of law.

Dr. Donnie Conner moved that the Board of Counseling convene a Closed Meeting pursuant to 2.2.3711(A)(28) of the *Code of Virginia* for the purpose of deliberation to reach a decision in the matter of Michael Cuthbertson, CSAC. Dr. Conner also moved that Emily Wingfield, Evelyn Brown, Benjamin Foster and Diana Pollick attend the Closed Meeting as their presence is deemed necessary and would assist the Board in reaching a decision. The motion was seconded by Dr. Linda Seeman and carried unanimously.

The Board reconvened and Dr. Linda Seeman moved “All those who certify, to the best of your knowledge, that the Board heard, discussed or considered only those public matters lawfully exempted from Open Meeting requirements by Virginia law and those matters as were identified in the motion by which the Closed Meeting was convened say *aye*. All members certified *aye*.”

Dr. Doyle moved that the Board of Counseling accept the Findings of Fact and Conclusions of Law as amended by the Board. The motion was seconded by Natale Ward and carried unanimously.

Jack Knapp made motion that Michael Cuthbertson’s Substance Abuse Counselor certification be revoked. The motion was seconded by Mary Lou Argow and carried unanimously.

There being no further discussion the Meeting was adjourned

Evelyn B. Brown, Executive Director