

MINUTES
VIRGINIA BOARD OF COUNSELING
INFORMAL CONFERENCE COMMITTEE

TIME & PLACE: The Informal Conference Committee convened at 2:18 P.M. on August 25, 2005 in Board Room 4 at the Department of Health Professions, 6603 West Broad Street, 5th Floor, Richmond, Virginia.

MEMBERS PRESENT: Donnie Conner, LPC, MFT, Chair
Mary Lou Argow, LPC, MFT, LSATP

STAFF PRESENT: Evelyn B. Brown, Executive Director
Diana L. Pollick, Administrative Assistant

OTHERS PRESENT: None

CONFERENCE SCHEDULED: Pamela Billing, L.P.C. Applicant

Ms.Billing appeared before the Credentials Informal Conference Committee on August 26, 2005 at 2:18 P.M. to present her appeal to the Committee to have her previously reviewed and denied coursework accepted and to be approved to take the licensure examination.

The Chair recognized Ms.Billing and invited her comments. Ms.Billing addressed the Committee.

The Committee convened into a Closed Meeting pursuant to § 2.2-3711(A)(28) of the Code of Virginia for the purpose of deliberation.

The Committee reconvened in open session.

Ms. Argow certified in a motion that the Committee discussed only issues exempt from the Freedom of Information Act while in Closed Meeting. A vote was taken and passed unanimously.

FINDINGS & RECOMMENDATIONS: After consideration of the evidence and statements concerning the appeal the Committee made the following findings of fact:

The Committee will uphold the previous review results which were put forth in a letter dated and sent to Ms. Billing on August 1, 2005.

ADJOURNMENT: The meeting was adjourned at 3:45 P.M.

Donnie Conner, Ph.D., Chair

Evelyn B. Brown, Executive Director

As provided by law, this decision shall become a Final Order thirty days after the service of such order unless a written request to the Board for a formal hearing on the decision made regarding Ms. Billing is received from Ms. Billing within such time. If service of the order is made by mail, three additional days shall be added to that period. Upon such timely request for a formal hearing, the decision of this conference shall be vacated.