

**THE VIRGINIA BOARD OF COUNSELING
CREDENTIALS COMMITTEE MEETING**

MINUTES

Thursday, May 17, 2012

The Credentials Committee of the Virginia Board of Counseling ("Board") convened at 2:00 p.m. on Thursday, May 17, 2012 at the Department of Health Professions, 9960 Mayland Drive, Richmond, Virginia. Johnston Brendel called the meeting to order.

COMMITTEE MEMBERS

PRESENT:

Johnston Brendel
Charles McAdams
John Penn Turner
Charlotte Markva
Catherine Shwaery

COMMITTEE MEMBERS

ABSENT:

None

STAFF PRESENT:

Sharon Bowles, Administrative Assistant
Catherine Chappell, Executive Director
Deborah Harris, Administrative Assistant
Jennifer Lang, Administrative Assistant
Patricia Larimer, Deputy Executive Director

CALL TO ORDER:

Dr. Brendel welcomed the Committee members and called the meeting to order. The minutes from the February 16, 2012 meeting were approved as written.

CLOSED SESSION:

John Penn Turner moved that the Credentials Committee of the Board of Counseling convene in Closed Meeting pursuant to Section 2.2-3711(4) in accordance with Section 2.2-3704(A) and 54.1-108 of the Code of Virginia to discuss applications for licensure. He further moved that Sharon Bowles, Catherine Chappell, Deborah Harris, Jennifer Lang, and Patricia Larimer attend the Closed Meeting because their presence in the Closed Meeting was deemed necessary and would aid the Committee in its deliberations.

OPEN SESSION:

Mr. Turner moved that pursuant to Section 2.2-3712 of the Code of Virginia, that the Committee heard, discussed or considered only those public business matters lawfully exempted from the open meeting requirements under the Freedom of Information Act and only such public business matters as identified in the motion by which the closed meeting was convened.

DECISIONS:

The Committee considered fourteen (14) applications with respect to degree requirements, coursework, and supervision. In consideration thereof, the Credentials Committee approved one (1) application, denied seven (7) of the applications, and requested additional information from six (6) applicants. The Committee discussed that coursework towards registration of supervision requests and applications must continue to be individually reviewed and evaluated.


NEXT MEETING:

The Committee requested that a meeting be held prior to the next scheduled file review to allow the Committee to continue file review and to discuss trends and issues impacting the credentialing process. The Committee agreed to meet on June 8, 2012, with quarterly file review scheduled for August 16, 2012.

ADJOURNMENT

There being no further business to come before the Credentials Committee, the meeting was adjourned at 5:15 p.m.


Johnston Brendel, Chair


Catherine Chappell
Executive Director