

**BOARD OF COUNSELING
DRAFT MINUTES
QUARTERLY BOARD MEETING
May 9, 2008**

- TIME & PLACE:** The meeting was called to order at 10:32 a.m. on May 9, 2008 in Board Room 2 at the Department of Health Professions, 9960 Mayland Drive, Richmond, VA.
- PRESIDING:** Linda K. Seeman, Ph.D., Chair
- MEMBERS PRESENT:** Donnie Conner, Ph.D.
Sandra Malawer
Charles McAdams, Ed.D.
Eric McCollum, Ph.D.
Yvonne Ortega
Vivian Sanchez-Jones
William Scott, Ph.D.
Linda Seeman, Ph.D.
John Penn Turner
- MEMBERS ABSENT:** Mary Lou Argow
Kevin Doyle, Ed.D.
Philip Haber
Nan Harris
Natale Ward
- STAFF PRESENT:** Emily Wingfield, Deputy Director, DHP
Howard Casway, Senior Assistant Attorney General
Evelyn B. Brown, Executive Director
Patricia Larimer, Deputy Executive Director
Diana Pollick, Administrative Assistant
- ORDERING OF AGENDA:** Dr. Seeman opened the floor to any changes in the agenda. The agenda was accepted as presented.
- APPROVAL OF MINUTES:** A motion was made by Yvonne Ortega to approve the minutes of the February 8, 2008 Board meeting with noted corrections. John Penn Turner seconded the motion. The motion passed unanimously.
- PUBLIC COMMENT:** None
- COMMITTEE REPORTS:** Board of Health Professions: John Penn Turner
Mr. Turner reported that four bills failed in the General Assembly regarding the AARP continuing education requirements for competency testing. Mr. Turner further reported that the Key Performance Measures that VISUAL RESEARCH is developing for DHP are showing positive development.

**REGULATORY
COMMITTEE:**

Charles McAdams, Ed.D. & Emily Wingfield, DHP Deputy Director: Emily Wingfield reported that the proposed regulations are under Executive Branch review. Ms. Wingfield stated that the Board may want to express interest in having them move forward as applicants for licensure by endorsement are waiting for the new regulations to go into effect.

**CREDENTIALS
COMMITTEE:**

Charles McAdams, Ed.D.: Dr. McAdams reported that 28 applications were reviewed. Sixteen (16) transcripts were presented for the Committee to determine if they were counseling related. One was approved, five were determined to be non-counseling related and ten were requested to provide more information regarding the degree program requirements set forth in 18VAC115-20-49. Dr. McAdams further reported that seven coursework appeals were reviewed with four being approved, two being denied and one request for more information. Three supervision appeals were presented with all three being denied. Two examination appeals were presented with two being approved.

DISCUSSION TOPICS: Dr. Janice McMillan, consultant to the Board, was invited to discuss the difficulties surrounding the determination of what constitutes a counseling related degree. After much discussion it was determined that the Credentials Committee will recommend to the Regulatory Committee that 18VAC115-20-49 needs to be revised to clarify the language. The Credentials Committee also identified a need to develop a guidance document stating that applicants for licensure from non CACREP or CORE programs may be required to submit additional information such as a mission statement, faculty roster and course syllabi, as needed. The discussion also led to the need to change the core content area now called "Research" to "Research Methods". John Penn Turner made a motion to change the language in the regulations to read "Research Methods" rather than "Research". The motion was seconded by Yvonne Ortega and passed unanimously. Dr. McAdams made a motion to develop, in theory, a guidance document to give guidance on how 18VAC-115-20-49 is to be applied when a program that is non CACREP or CORE is submitted for Board consideration. Dr. Conner seconded the motion which passed unanimously. The regulatory language will be drafted with assistance from Elaine Yeatts, Howard Casway and Emily Wingfield.

**DISCIPLINE
COMMITTEE:**

Donnie Conner, Ph.D. & Patricia Larimer, Deputy Director
Dr. Conner reported that since the February 2008 Board meeting, two informal conferences have been held, nine complaints are in investigation, two probable cause cases are at Board level, one informal conference is to be scheduled and one formal hearing is to be scheduled.

Ms. Larimer presented a list of dates for the formal hearing to be scheduled that were submitted by the respondent's attorney. The date selected by the Board was July 25, 2008 based on the commitments from Charles McAdams, Sandra Malawer, Eric McCollum, Yvonne Ortega, Vivian Sanchez-Jones and John Penn Turner.

Ms. Larimer presented a summary of cases closed by board staff in the last quarter.

**AD HOC DISTANCE
LEARNING
COMMITTEE:**

Charles McAdams, Ed.D. Dr. McAdams reported that the Distance Learning Committee, comprised of members of the Boards of Counseling, Psychology and Social Work, met on May 2, 2008. The nature of the meeting was the framework of the research Dr. McAdams had presented to the Board of Counseling and the similarities and differences between the three boards. Dr. McAdams also reported that a worksheet will be developed by himself, Dr. Seeman and Dr. Doyle that will become the framework for a Guidance Document for all three Boards. Ms. Evelyn Brown, Executive Director, stated that Sandra Ryals, Director of the Department of Health Professions, commented on the positive movement of the Boards working together in this venture.

OLD BUSINESS:

None

NEW BUSINESS:

2009 Board Meeting Dates: February 5 & 6 2009, May 7 & 8, 2009, August 6 & 7, 2009 and November 12 & 13, 2009.

Standing Committee Roster Changes: Dr. Seeman asked that anyone wishing to change their commitments to please notify her.

Karen Rosen, Ph.D.: Dr. McCollum announced that Dr. Rosen, former Board member, passed away on April 29, 2008. He will forward memorial service information for board staff to disseminate.

Conference Training Event: Ms. Brown reported that Sandra Ryals, Director, informed staff, that DHP has closed more cases in the first quarter of 2008 than has ever been done before. This action has cut the discipline backlog in half and this accomplishment has been acknowledged by the Governor's Chief of Staff.

Website Posting Changes: Emily Wingfield reported that the Department of Health Professions will cease posting notices on the website for cases that are closed with no violation, although this information is still public information under the Freedom of Information Act.

ADJORN:

The meeting adjourned at 12:00 noon.