

10:00 a.m. Call to Order– Johnston Brendel, Ed.D., LPC, LMFT, Board Chair

- Welcome and Introductions
- Establishment of Quorum
- Mission of the Board.....Page 3

Adoption of Agenda

Public Comment

The Board will receive public comment related to agenda items at this time. The Board will not receive comment on any pending regulation process for which a public comment period has closed or any pending or closed complaint or disciplinary matter.

Approval of Minutes

- September 16, 2022 Board Meeting Minutes*Page 4
- October 24, 2022 Informal Conference Committee (IFC) Minutes (For Informational Purposes Only).....Page 10
- November 18, 2022 IFC Minutes (For Informational Purposes Only).....Page 12
- December 1, 2022 IFC Minutes (For Informational Purposes Only).....Page 16

Agency Director Report (Verbal) – Arne Owens

Chair Report (Verbal) – Dr. Brendel

New Business

- Behavioral Health Workforce Discussion
 - Objectives and Key Results (OKRs) - Jaime Hoyle, Executive Director, Boards of Counseling, Psychology, and Social Work
 - Right Help Right Now - Jaime Hoyle and James L. Jenkins, Jr., RN, DHP Chief Deputy Director, Special Advsor for the Healthcare Workforce
 - The Needs of the Community Services Boards – Lisa Snider, Virginia Association of Community Services Boards, Mental Health Council
 - Behavioral Health Programs and Workforce – Ellen Harrison, Chief Deputy Commissioner, DBHDS and Alexis Aplasca, Chief Clinical Officer, DBHDS
- Discussion of the Department of Health Professions, Technology Business Solutions, Initiatives, Processes, and Capabilities – Robert Jenkins, Director, Technoogy & Business Services, DHP and Charlotte Lenart, Deputy Director, Boards of Counseling, Psychology, and Social Work Page 18

Legislation and Regulatory Actions – Erin Barrett, JD, Department of Health Professions (DHP), Senior Policy Analyst

- 2023 General Assembly Report (handout at meeting)
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Staff Reports

- Executive Director Report (Verbal) – Jaime Hoyle.....Page 23
 - Discipline Report - Jennifer Lang, Deputy Director, Boards of Counseling, Psychology, & Social Work.....Page 29
 - Licensing Report – Charlotte Lenart, Deputy Director.....Page 31
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Consideration of Recommended Decisions from the Agency Subordinate*

Next Meetings:

- Regulatory Advisory Panel (RAP): March 3, 2023
 - RAP: March 24, 2023
 - Regulatory Committee Meeting: April 14, 2023
 - Board Meeting: May 5, 2023
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-

Meeting Adjournment

*Indicates a Board Vote is required.

**Indicates these items will be discussed within closed session.

This information is in **DRAFT** form and is subject to change. The official agenda and packet will be approved by the public body at the meeting and will be available to the public pursuant to Virginia Code Section 2.2-3708(D).



Virginia Department of
Health Professions
Board of Counseling

MISSION STATEMENT

Our mission is to ensure safe and competent patient care by licensing health professionals, enforcing standards of practice, and providing information to health care practitioners and the public.



Virginia Board of Counseling
Full Board Meeting Minutes
Friday, September 16, 2022 at 10:15 a.m.
9960 Mayland Drive, Henrico, VA 23233
Board Room 2

PRESIDING OFFICER: Johnston Brendel, Ed.D., LPC, LMFT, Chairperson

BOARD MEMBERS PRESENT: Angela Charlton, Ph.D., LPC
 Barry Alvarez, LMFT
 Benjamin Allison, Esq., MBA, Citizen Member
 Bev-Freda L. Jackson, Ph.D., MA Citizen Member
 Danielle Hunt, LPC, Vice-Chairperson
 Gerard Lawson, Ph.D., LPC, LSATP
 Matthew Scott, LMFT
 Maria Stransky, LPC, CSAC, CSOTP
 Natalie Franklin, LPC, LMFT
 Tiffinee Yancey, Ph.D., LPC
 Terry R. Tinsley, Ph.D., LPC, LMFT, CSOTP

BOARD STAFF PRESENT: Charlotte Lenart, Deputy Executive Director- Licensing
 Jaime Hoyle, JD, Executive Director
 Jennifer Lang, Deputy Executive Director

DHP STAFF PRESENT: Erin Barrett, Senior Policy Analyst, Department of Health Professions
 David C. Brown, D.C., Agency Director, Department of Health Professions

PUBLIC ATTENDEES: Arnold Woodruff, Virginia Association of Marriage and Family Therapy (VAMFT)
 Becky Bowers-Lanier, B2L Consulting
 Catie Caudill, Virginia Association of Medication Assisted Recovery Programs (VAMARP)
 David Cassidy, Virginia Association of Medication Assisted Recovery Programs (VAMARP)
 Hillary Piland, Virginia Association of Community Services Boards, Inc. (VACSB)
 Jennifer Faison, Virginia Association of Community Services Boards, Inc. (VACSB)
 Lori Macasa, Virginia Association of Medication Assisted Recovery Programs (VAMARP)

CALL TO ORDER: Dr. Brendel called the board meeting to order at 10:19 a.m.

ROLL CALL/ESTABLISHMENT OF A QUORUM: Dr. Brendel welcomed and congratulated the two new members of the Board: Benjamin Allison and Matthew Scott and congratulated Dr. Tinsley on his reappointment. With twelve members present at roll call, a quorum was established.

MISSION STATEMENT: Ms. Hoyle read the mission statement of the Department of Health Professions, which was also the mission statement of the Board.

ADOPTION OF AGENDA: The agenda was adopted as presented.

PUBLIC COMMENT:

No public comment provided.

APPROVAL OF MINUTES:

With a small edit to the May 13, 2022 minutes, the minutes stand approved as presented.

AGENCY DIRECTOR REPORT:

Dr. Brown welcomed the new members and stated that serving as a Board member is one of the most rewarding things a person can do for their profession. He reminded the Board that their role as Board members is to protect the public, not the profession and these do not always overlap. He informed the Board of the Governor's initiative to reduce unnecessary regulations by 25%, which was reiterated in Executive Order 19. The Governor has established the Office of Regulatory Management to carry out this initiative.

BOARD CHAIR REPORT:

Dr. Brendel asked all the Board members to introduce themselves and provide their goals for the Board for the coming months. Board members express the following goals: support the enactment of the Counseling Compact, increase efficiencies in processes, create a space for all Board members to be involved, discipline issues – increase training in universities to address discipline issues, user friendly website, more Board outreach, address issues with QMHPs, ensure protection of public, access to quality care across the Commonwealth, reduce unnecessary requirements while keeping the quality of care, education the public about the role of the Board and work to change the perception, supervision training, reducing barriers and addressing workforce issues.

Ms. Hoyle introduced the Board of Counseling staff and thanked them for their efforts.

Dr. Brendel thanked Board members for attending the Counseling Regulatory Boards Summit conference. The conference focused on the compact, counselor impairment and website artificial intelligence. Dr. Brendel and Ms. Hoyle met with Virginia Senator John Bell to discuss the mental health needs of the citizens of Virginia.

Dr. Tinsley stated that he attended to the Association of Marriage and Family Therapy Regulatory Boards (AMFTRB) conference and represented Virginia as its delegate. Dr. Tinsley stated that the conference focused on portability, artificial intelligence, telehealth (virtual) services, continuity of care, process time of applications, California vs other states, examination testing (accommodations and cheating) and coaching vs therapy.

LEGISLATION & REGULATORY**Regulatory Action Chart:**

Ms. Barrett reviewed the regulatory action chart provided in the agenda packet.

Regulatory Actions:**Petitions for Rulemaking****A. Consideration of petition for rulemaking to registered individuals as QMHPs based solely on experience rather than college or graduate education**

Ms. Barrett indicated that the Board had 31 comments and all commenters were in opposition of this change. The Board discussed the motion and agreed that the current educational requirements are sufficient for registration of qualified mental

health professionals.

MOTION: Dr. Lawson made a motion, which was properly seconded, to take no action. The motion passed unanimously.

B. Consideration of petition for rulemaking to allow supervision of QMHP-Trainees by QMHPs with 2 or more years of experience

The petitioner requests that the Board of Counseling amend 18VAC115-80-40(C)(1) and 18VAC115-80-50(C)(1) to allow qualified QMHPs to provide supervision of QMHP-Trainees. QMHPs qualified to provide such supervision would have two or more years of experience and be specifically trained for supervision. Additionally, the petition requests that the Board amend Guidance Document 115- titled Approved Degrees in Human Services and Related Fields for QMHP Registration to allow undergraduate degrees in sociology and criminal as acceptable human services degrees.

Ms. Barrett indicated that there was 37 comments to this petition. The Board had a lengthy discussion on the petitioners request and QMHPs issues in general.

MOTION: Mr. Alvarez made a motion, which was properly seconded, to take no action on the petition but convene a regulatory advisory panel (RAP) to consider the issues raised in the petition and others related to the registration of qualified mental health professionals with the intent of issuing a notice of intended regulatory action for all changes needed. The motion passed unanimously.

The Board discussed the logistical issues surrounding initiating a RAP. Dr. Brendel indicated that it is important that the Board addresses this issue in a timely fashion but also look at the complexities to make sure the Board gets it right.

C. Consideration of petition for rulemaking to allow residents in counseling to use the title Licensed Professional Counselor – Resident

The petitioner requests that the Board amend 18VAC115-20-52(B)(10) to allow residents in counseling to use the title Licensed Professional Counselor – Resident (LPC-R).

Ms. Barrett stated that there were 23 comments from the public with mixed responses. The Board stated that using the term LPC-R would be misleading to the public and felt that the current regulatory requirements for resident identification provide the necessary clarification for the public.

MOTION: Dr. Lawson made a motion, which was properly seconded, to take no action. The motion passed unanimously.

Consideration of final regulations following periodic review

Ms. Barrett presented the Regulatory Committees recommendation for changes to the periodic review as presented in the agenda packet to address the confusion over the requirement for a CACREP accredited degree and to help streamline the multiple avenues for licensure by endorsement.

MOTION: Dr. Lawson made a motion, which was properly seconded, to approve the final periodic regulations as amended and presented. Eleven Board members voted in favor of the motion and Dr. Tinsley abstained.

Consideration of fast-track regulatory action to reduce regulatory burden

Ms. Barrett and Ms. Lenart reviewed staff's suggestions to reduce the barriers to licensure as presented in the agenda packet.

The Board discussed the suggestion by staff to eliminate the need for a supervisory contract, and name and license number of the clinical supervisor, location of the supervised practice and attestation at that the applicant will be providing clinical counseling services for the temporary resident in counseling license. After a lengthy discussion, the Board agreed to defer this specific suggestion back to the Regulatory Committee.

MOTION: Ms. Hunt made a motion, which was properly seconded, to take no action on staffs suggested changes and to refer the issue back to the Regulatory Committee. Mr. Alvarez made a friendly amendment to the motion to accept the suggestion from staff to eliminate the need for verification of passing score on examination and table the other suggestion for the Regulatory Committee. Ms. Hunt accepted Mr. Alvarez's friendly amendment. The motion passed unanimously.

Consideration of amendments to Guidance Document 115-1.1

Ms. Barrett presented the Regulatory Committees recommendation to amend Guidance Document 115-1.1 to suggest practitioners complete continuing education that focus on diverse populations annually in response to public comment. After a lengthy discussion, the Board agreed to add this issue to the Regulatory Committee agenda for additional discussion. Dr. Tinsley suggested that the Board convene a workgroup to address continuing education requirements. Board staff will update the FAQs to add this suggestion from the Board.

MOTION: Mr. Alvarez made a motion, which was properly seconded, to adopt amendments to Guidance Document 115-1.1 as recommended by the Regulatory Committee. The motion passed unanimously.

Consideration of NOIRA to remove regulations duplicate of Code with regard to conversion therapy of minors

Ms. Barrett discussed the suggested removal of duplicate regulatory language that is in the Code of Virginia.

MOTION: Dr. Tinsley made a motion, which was properly seconded, to adopt a notice of intended regulatory action (NOIRA) to remove duplicative conversion therapy regulations from Chapters 20, 30, 50 and 50. The motion passed unanimously.

PRESENTATIONS:

Workforce Shortage and the Opioid Epidemic – David Cassise

Mr. Cassise, president of the VAMARP provided a presentation on the opioid epidemic as presented in the agenda.

Virginia's Licensed Professional Counselor Workforce: 2022- Barbara Hodgdon

Ms. Hodgdon provided a presentation on workforce data as presented in the agenda.

COMMITTEE REPORT

Ms. Hoyle stated that in addition to the items add to the Regulatory Committee agenda today, the Committee will also be discussing the reinstatement and active/inactive status for licensed residents.

EXECUTIVE DIRECTOR'S REPORT:

Ms. Hoyle discussed the budget for the board, and confirmed for board members that the board receives no general fund money, and fees generate all funds in the

budget.

Ms. Hoyle talked about the limitations of the website and limitations of our internal system and the inability for the applicants and licensees to upload documentation.

Ms. Hunt wanted the Board to advocate for new technology to enhance the Boards website. Board staff will ask the Finance and Budget Director and IT Director to have a conversation with the Board.

DISCIPLINE REPORT:

Ms. Lang reported on the disciplinary statistics for the Board of Counseling from May 1, 2022 through August 31, 2022. A copy of the report was included in the agenda packet. She noted that since Dr. McAdams started as a discipline reviewer with the board, in June 2021, he has reviewed more than 200 cases. Additionally, she advised the board that continuing education audits have begun and she will provide an update on the statistics at the first or second meeting of 2023.

LICENSING REPORT:

Ms. Lenart discussed the licensure statistics, deferred applications and satisfaction survey report as presented in the agenda packet. Ms. Lenart thanked her staff for their dedication and service to the Board. Ms. Lenart reported on new technology that will be utilized by staff to help enhance communications and efficiencies. She anticipates Board staff starting to use the new BOT technology in the upcoming weeks.

**CONSIDERATION OF
RECOMMENDED DECISIONS
FROM THE AGENCY
SUBORDINATE**

See Attachment "A"

NEXT MEETING DATES:

Dr. Brendel announced that the next Board meeting would occur on November 4, 2022.

ADJOURNMENT:

Dr. Brendel adjourned the September 16, 2022 Board meeting at 2:21 p.m.

Johnston Brendel, Ed.D. LPC, LMFT, Chairperson

Jaime Hoyle, JD, Executive Director

Attachment A

CONSIDERATION OF AGENCY SUBORDINATE RECOMMENDATIONS:***BOARD MEMBERS PRESENT:***

Johnston Brendel, Ed.D. LPC, LMFT, Chairperson
Danielle Hunt, LPC, Vice-Chairperson
Benjamin Allison, Citizen Member
Angela Charlton, Ph.D., LPC
Natalie Franklin, LPC, LMFT
Bev-Freda Jackson, Ph.D., Citizen Member
Gerard Lawson, Ph.D., LPC, LSATP
Matthew Scott, LMFT
Terry Tinsley, Ph.D., LPC, LMFT, CSOTP
Tiffinee Yancey, Ph.D., LPC

CLOSED MEETING:

Mr. Allison moved that the Board of Counseling convene in closed session pursuant to §2.2-3711(A)(27) of the *Code of Virginia* to consider agency subordinate recommendations. He further moved that Jaime Hoyle, Jennifer Lang, and Charlotte Lenart attend the closed meeting because their presence was deemed necessary and would aid the Board in its considerations. The motion was seconded and passed unanimously.

RECONVENE:

Mr. Allison certified that pursuant to §2.2-3712 of the *Code of Virginia*, the Board of Counseling heard, discussed or considered only those public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as identified in the original motion.

RECOMMENDATIONS:**Catherine Wright, LPC**

License No.: 0701006749

Case Nos.: 196935 and 201612

Catherine Wright was not present at the board meeting. The board considered the agency subordinate's recommendation to indefinitely suspend Ms. Wright's license to practice as a professional counselor in the Commonwealth of Virginia.

Laurel Martin, LPC, LMFT

License Nos.: 0701001722 and 0717000049

Case No.: 201265

Laurel Martin was not present at the board meeting. The board considered the agency subordinate's recommendation to place no sanction on Ms. Martin's licenses to practice as a professional counselor and a marriage and family therapist in the Commonwealth of Virginia.

DECISION:

Dr. Lawson moved that the Board of Counseling accept the recommended decisions of the agency subordinate as presented. The motion was seconded by Dr. Yancey and passed unanimously.



Virginia Department of Health Professions

Virginia Board of Counseling Informal Conferences – Agency Subordinate October 24, 2022

Time and Place:

Informal Conferences, held before an Agency Subordinate of the Board of Counseling, were convened at 10:00 a.m. on October 24, 2022 at the Department of Health Professions, 9960 Mayland Drive, 2nd Floor Conference Center, Training Room 2, Henrico, Virginia 23233.

Agency Subordinate: Maria Stransky, LPC, CSAC, CSOTP
Board Staff Present: Christy Evans, Discipline and Compliance Case Manager
Others Present: Emily Tatum, Sr. Adjudication Specialist, APD

INFORMAL CONFERENCES HELD

Aala Osman, Substance Abuse Trainee

Case No.: 215342
Registration #: 0709024465

The respondent appeared in person and discussed the allegations in the Notice of the Board dated July 28, 2022. She was represented by Nicholas Balland, Esquire. A recommended decision will be made and mailed to the respondent within ninety (90) days. This recommendation will be presented to the full Board and, if accepted, an Order will be entered. As provided by law, this decision shall become a Final Order thirty (30) days after service of such order on the respondent unless a written request to the Board for a formal hearing is received within such time. If service of the order is made by mail, three (3) additional days shall be added to that period. Upon such timely request for a formal hearing, the Order shall be vacated.

David Heebner, LPC

Case No.: 215940
License #: 0701003729

The respondent appeared in person and discussed the allegations in the Notice of the Board dated August 2, 2022. He was not represented by legal counsel. A recommended decision will be made and mailed to the respondent within ninety (90) days. This recommendation will be presented to the full Board and, if accepted, an Order will be entered. As provided by law, this decision shall become a Final Order thirty (30) days after service of such order on the respondent unless a written request to the Board for a formal hearing is received within such time. If service of the order is made by mail, three (3) additional days shall be added to that period. Upon such timely request for a formal hearing, the Order shall be vacated.

Krystal Loving, QMHP-A, QMHP-Trainee

Case No.: 217420
QMHP-A Registration #: 0732009296
QMHP-Trainee Registration #: 0734000795

The respondent did not appear in accordance with the Notice of the Board dated August 2, 2022 and was not represented by legal counsel. Based upon information provided by Ms. Tatum, Ms. Stransky ruled that adequate notice was provided. A recommended decision will be made and mailed to the respondent within ninety (90) days. This recommended decision will be presented to the full Board and, if accepted, an Order will be entered as a Final Order.

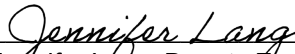
Tony Gee, CSAC-A

Case No.: 217698

Certificate #: 0711000271

The respondent did not appear in accordance with the Notice of the Board dated August 2, 2022 and was not represented by legal counsel. Based upon information provided by Ms. Tatum, Ms. Stransky ruled that adequate notice was provided. A recommended decision will be made and mailed to the respondent within ninety (90) days. This recommended decision will be presented to the full Board and, if accepted, an Order will be entered as a Final Order.

Adjournment: The informal conferences concluded at 11:35 a.m.



Jennifer Lang, Deputy Executive Director
Virginia Board of Counseling

October 25, 2022

Date

**VIRGINIA BOARD OF COUNSELING
SPECIAL CONFERENCE COMMITTEE
INFORMAL CONFERENCE MINUTES – NOVEMBER 18, 2022**

CALL TO ORDER: A Special Conference Committee (“Committee”) of the Board of Counseling (“Board”) convened on November 18, 2022 at 10:10 a.m., at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Richmond, Virginia, Training Room 1.

MEMBERS PRESENT: Danielle Hunt, LPC, Chairperson
Maria Stransky, LPC, CSAC, CSOTP

STAFF PRESENT: Christy Evans, Discipline Case Specialist, Board of Counseling
Christine Corey, Adjudication Specialist, Administrative Proceedings Division

APPLICANT: **Latasha Gardner-Louis, Applicant for Licensure as a Resident in Counseling**
Case No.: 217257

PRELIMINARY MATTER AND DISCUSSION: The Chairperson noted that the time was 10: a.m. and Ms. Gardner-Louis was noticed to appear before the Committee at 10:00 a.m. Ms. Corey advised the Committee that the Notice was mailed by certified and regular mail to the Applicant’s address of record with the Board of Counseling and the applicant was also notified by email. The certified mail was returned to the board from the USPS as undeliverable but the regular mail was not returned. The Chairperson determined that Ms. Gardner-Louis had been properly noticed and the informal conference would proceed in the Applicant’s absence. The Committee considered the information contained in the informal conference package.

CLOSED MEETING: Upon a motion by Ms. Stransky, and duly seconded by Ms. Hunt, the Committee voted to convene in a closed meeting pursuant to § 2.2-3711(A)(27) of the *Code of Virginia* for the purpose of deliberation to reach a decision in the matter of Latasha Gardner-Louis, Applicant for Licensure as a Resident in Counseling. Additionally, she moved that Christy Evans attend the closed meeting because her presence would aid the Committee in its deliberations.

RECONVENE: Having certified that the matters discussed in the preceding closed session met the requirements of § 2.2-3712 of the *Code of Virginia*, the Committee reconvened in open session and announced its decision.

DECISION: Upon a motion by Ms. Stransky, and duly seconded by Ms. Hunt, the Committee voted to deny Latasha Gardner-Louis’ application for licensure as a resident in counseling. The motion carried.

ADJOURN: With all business concluded, the Committee adjourned at 10:20 a.m.

As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on the applicant, unless the applicant makes a written request to the Board within such time for a formal hearing on the allegations made. If service of the Order is made by mail, three (3) additional days shall be added to that period. Upon such timely request for a formal hearing, the decision of the Special Conference

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Danielle Hunt, LPC, Chairperson
Special Conference Committee of the Board of Counseling

11/21/2022
Date

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Jennifer Lang, Deputy Executive Director
Virginia Board of Counseling

11/22/2022
Date

**VIRGINIA BOARD OF COUNSELING
SPECIAL CONFERENCE COMMITTEE
INFORMAL CONFERENCE MINUTES – NOVEMBER 18, 2022**

CALL TO ORDER: A Special Conference Committee (“Committee”) of the Board of Counseling (“Board”) convened on November 18, 2022 at 10:30 a.m., at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Richmond, Virginia, Training Room 1.

MEMBERS PRESENT: Danielle Hunt, LPC, Chairperson
Maria Stransky, LPC, CSAC, CSOTP

STAFF PRESENT: Christy Evans, Discipline Case Specialist, Board of Counseling
Christine Corey, Adjudication Specialist, Administrative Proceedings Division

APPLICANT: **LaKiesha Adkins, Applicant for Registration as a QMHP-Trainee**
Case No.: 217547

DISCUSSION: Ms. Adkins appeared in person before the Committee, without legal counsel, and fully discussed the allegations contained in the Notice dated May 24, 2022, and an Amended Notice dated August 3, 2022.

CLOSED MEETING: Upon a motion by Ms. Stransky, and duly seconded by Ms. Hunt, the Committee voted to convene in a closed meeting pursuant to § 2.2-3711(A)(27) of the *Code of Virginia* for the purpose of deliberation to reach a decision in the matter of LaKiesha Adkins, Applicant for Registration as a QMHP-Trainee. Additionally, she moved that Christy Evans attend the closed meeting because her presence would aid the Committee in its deliberations.

RECONVENE: Having certified that the matters discussed in the preceding closed session met the requirements of § 2.2-3712 of the *Code of Virginia*, the Committee reconvened in open session and announced its decision.

DECISION: Upon a motion by Ms. Stransky, and duly seconded by Ms. Hunt, the Committee voted to approve LaKiesha Adkins' application for registration as a QMHP-Trainee. The motion carried.

ADJOURN: With all business concluded, the Committee adjourned at 11:15 a.m.

As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on the applicant, unless the applicant makes a written request to the Board within such time for a formal hearing on the allegations made. If service of the Order is made by mail, three (3) additional days shall be added to that period. Upon such timely request for a formal hearing, the decision of the Special Conference

Committee shall be vacated

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DANIELLE HUNT
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Danielle Hunt, LPC, Chairperson
Special Conference Committee of the Board of Counseling

11/21/2022

Date

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Jennifer Lang
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Jennifer Lang, Deputy Executive Director
Virginia Board of Counseling

11/22/2022

Date

**VIRGINIA BOARD OF COUNSELING
SPECIAL CONFERENCE COMMITTEE
INFORMAL CONFERENCE MINUTES – NOVEMBER 18, 2022**

CALL TO ORDER: A Special Conference Committee (“Committee”) of the Board of Counseling (“Board”) convened on November 18, 2022 at 11:30 a.m., at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Richmond, Virginia, Training Room 1.

MEMBERS PRESENT: Danielle Hunt, LPC, Chairperson
Maria Stransky, LPC, CSAC, CSOTP

STAFF PRESENT: Christy Evans, Discipline Case Specialist, Board of Counseling
Emily Tatum, Sr. Adjudication Specialist, Administrative Proceedings Division

APPLICANT: Timothy Leeland, Applicant for registration as a QMHP-Adult
Case No.: 220869

DISCUSSION: Mr. Leeland appeared in person before the Committee, without legal counsel, and fully discussed the allegations contained in the Notice dated September 8, 2022.

CLOSED MEETING: Upon a motion by Ms. Stransky, and duly seconded by Ms. Hunt, the Committee voted to convene in a closed meeting pursuant to § 2.2-3711(A)(27) of the *Code of Virginia* for the purpose of deliberation to reach a decision in the matter of Timothy Leeland, Applicant for registration as a QMHP-Adult. Additionally, she moved that Christy Evans attend the closed meeting because her presence would aid the Committee in its deliberations.

RECONVENE: Having certified that the matters discussed in the preceding closed session met the requirements of § 2.2-3712 of the *Code of Virginia*, the Committee reconvened in open session and announced its decision.

DECISION: Upon a motion by Ms. Stransky, and duly seconded by Ms. Hunt, the Committee voted to approve Mr. Leelands' application for registration as a QMHP-Adult. The motion carried.

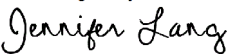
ADJOURN: With all business concluded, the Committee adjourned at 11:55 a.m.

As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on the applicant, unless the applicant makes a written request to the Board within such time for a formal hearing on the allegations made. If service of the Order is made by mail, three (3) additional days shall be added to that period. Upon such timely request for a formal hearing, the decision of the Special Conference Committee shall be vacated.

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Danielle Hunt, LPC, Chairperson
Special Conference Committee of the Board of Counseling

11/21/2022
Date

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Jennifer Lang, Deputy Executive Director
Virginia Board of Counseling

11/22/2022
Date

**VIRGINIA BOARD OF COUNSELING
SPECIAL CONFERENCE COMMITTEE
INFORMAL CONFERENCE MINUTES – NOVEMBER 18, 2022**

CALL TO ORDER: A Special Conference Committee (“Committee”) of the Board of Counseling (“Board”) convened on November 18, 2022 at 12:00 p.m., at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Richmond, Virginia, Training Room 1.

MEMBERS PRESENT: Danielle Hunt, LPC, Chairperson
Maria Stransky, LPC, CSAC, CSOTP

STAFF PRESENT: Christy Evans, Discipline Case Specialist, Board of Counseling
Emily Tatum, Sr. Adjudication Specialist, Administrative Proceedings Division

APPLICANT: **Lois Curry-Catanese, LPC Reinstatement Applicant**
Case No.: 214108

DISCUSSION: Ms. Curry-Catanese appeared in person before the Committee, without legal counsel, and fully discussed the allegations contained in the Notice dated September 8, 2022.

CLOSED MEETING: Upon a motion by Ms. Stransky, and duly seconded by Ms. Hunt, the Committee voted to convene in a closed meeting pursuant to § 2.2-3711(A)(27) of the *Code of Virginia* for the purpose of deliberation to reach a decision in the matter of Lois Curry-Catanese, LPC Reinstatement Applicant. Additionally, she moved that Christy Evans attend the closed meeting because her presence would aid the Committee in its deliberations.

RECONVENE: Having certified that the matters discussed in the preceding closed session met the requirements of § 2.2-3712 of the *Code of Virginia*, the Committee reconvened in open session and announced its decision.

DECISION: Upon a motion by Ms. Stransky, and duly seconded by Ms. Hunt, the Committee voted to approve Ms. Curry-Catanese's application for reinstatement with certain terms and conditions. The motion carried.

ADJOURN: With all business concluded, the Committee adjourned at 1:15 p.m.

As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on the applicant, unless the applicant makes a written request to the Board within such time for a formal hearing on the allegations made. If service of the Order is made by mail, three (3) additional days shall be added to that period. Upon such timely request for a formal hearing, the decision of the Special Conference

Committee shall be vacated

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DANIELLE HUNT

11/21/2022

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Danielle Hunt, LPC, Chairperson
Special Conference Committee of the Board of Counseling

Date

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Jennifer Lang

11/22/2022

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Jennifer Lang, Deputy Executive Director
Virginia Board of Counseling

Date

Virginia Board of Counseling
Informal Conferences – Agency Subordinate
December 1, 2022

The informal conferences, held before an Agency Subordinate of the Board of Counseling, were convened at 10:04 a.m. on December 1, 2022 at the Department of Health Professions, 9960 Mayland Drive, Ste. 201, Henrico, Virginia, Board Room 4.

Agency Subordinate: Maria Stransky, LPC, CSAC, CSOTP

Staff Present: Christy Evans, Discipline Case Manager, Board of Counseling

INFORMAL CONFERENCES:

Amy Holleman, LPC

Attorney for Respondent: Margaret Hardy, Esquire

Others Present: Anne Joseph, Adjudication Consultant, APD

License No.: 0701003583 *Case No.:* 210470

Amy Holleman appeared in person, with legal counsel, and discussed the allegations in the Notice dated January 20, 2022, and an Amended Notice dated August 15, 2022. A recommended decision will be made and mailed to Amy Holleman within 90 days. This recommendation will be presented to the full Board and, if accepted, an Order will be entered. As provided by law, this decision shall become a Final Order 30 days after service of such order on Amy Holleman unless a written request to the Board for a formal hearing is received 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 Order shall be vacated.

Kristin Horton, QMHP-A

Attorney for Respondent: n/a

Others Present: Anne Joseph, Adjudication Consultant, APD

Registration No.: 0732001540 *Case No.:* 219433

Ms. Horton did not appear in accordance with the Notice dated July 11, 2022, and an Amended Notice dated September 9, 2022, and was not represented by legal counsel. Based upon information provided by Ms. Joseph, the Agency Subordinate ruled that adequate notice was provided. A recommended decision will be made and mailed to Kristin Horton within 90 days. This recommendation will be presented to the full Board and, if accepted, an Order will be entered. As provided by law, this decision shall become a Final Order 30 days after service of such order on Kristin Horton unless a written request to the Board for a formal hearing is received 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 Order shall be vacated.

Arron Messer, RPRS

Attorney for Respondent: n/a

Others Present: Anne Joseph, Adjudication Consultant, APD

Registration No.: 0735000324 *Case No.:* 216568

Arron Messer did not appear in accordance with the Notice dated July 15, 2022, and an Amended Notice dated September 9, 2022, and was not represented by legal counsel. Based upon information provided by Ms. Joseph, the Agency Subordinate ruled that adequate notice was provided. A recommended decision will be made and mailed to

Arron Messer within 90 days. This recommendation will be presented to the full Board and, if accepted, an Order will be entered. As provided by law, this decision shall become a Final Order 30 days after service of such order on Arron Messer unless a written request to the Board for a formal hearing is received 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 Order shall be vacated.

Tiffanee Roberts, QMHP-A

Attorney for Respondent: n/a
Others Present: Christine Corey, Adjudication Specialist, APD
Registration No.: 0732003376 *Case No.:* 219373

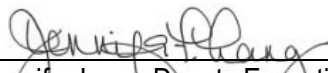
Tiffanee Roberts did not appear in accordance with the Notice dated September 9, 2022 and was not represented by legal counsel. Based upon information provided by Ms. Corey, the Agency Subordinate ruled that adequate notice was provided. A recommended decision will be made and mailed to Tiffanee Roberts within 90 days. This recommendation will be presented to the full Board and, if accepted, an Order will be entered. As provided by law, this decision shall become a Final Order 30 days after service of such order on Tiffanee Roberts unless a written request to the Board for a formal hearing is received 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 Order shall be vacated.

Christine McKenzie, Resident in Counseling, QMHP-Trainee

Attorney for Respondent: n/a
Others Present: Christine Corey, Adjudication Specialist, APD
License No.: 0704013890 *Case No.:* 215938
Registration No.: 0734000285

Christine McKenzie did not appear in accordance with the Notice dated July 11, 2022, and an Amended Noticed dated Septembe 13, 2022, and was not represented by legal counsel. Based upon information provided by Ms. Corey, the Agency Subordinate ruled that adequate notice was provided. A recommended decision will be made and mailed to Christine McKenzie within 90 days. This recommendation will be presented to the full Board and, if accepted, an Order will be entered. As provided by law, this decision shall become a Final Order 30 days after service of such order on Christine McKenzie unless a written request to the Board for a formal hearing is received 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 Order shall be vacated.

Adjournment: The conferences concluded at 12:19 p.m.



Jennifer Lang, Deputy Executive Director
Virginia Board of Counseling

December 7, 2022

Date

oard ap



ELI Web Assistant



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Friday, January 13th, 2023

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To be licensed as a Mental Health Counselor in Florida you must have the documents listed below. Endorsement applicants should only submit items 3 through 7. Registered Interns applying for full licensure need items 2 and 4-7.

1. **OFFICIAL TRANSCRIPT:** Minimum of an earned master's degree from an institutionally accredited program in mental health counseling or a closely related field that consists of at least 60 semester hours or 80 quarter hours and required graduate coursework listed below. The transcript will be reviewed for the degree conferred date, required graduate level coursework, and total number of semester hours. A separate practicum letter from the university is required for non-CACREP graduates.

Beginning July 1, 2025, an applicant must have a master's degree from a program that is accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP), the Masters in Psychology and Counseling Accreditation Council (MPCAC), or an equivalent accrediting body which consists of at least 60

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Continuing Education INFORMATION





schedule at any time by visiting <http://www.nbcc.org/Search/StateBoardDirectory/fl>.

FOR ENDORSEMENT APPLICANTS ONLY: If you have passed the National Counselor Examination (NCE) prior to 2000, you are exempt from taking the NCMHCE.

5. **LAWS & RULES COURSE:** Completed an 8-hour Florida laws and rules course from a board approved provider listed on [CE Broker](#).

6. **HIV/AIDS COURSE:** Completed a 3-hour HIV/AIDS course from a board approved provider listed on [CE Broker](#) or complete the [HIV/AIDS Affidavit](#).

7. **DOMESTIC VIOLENCE COURSE:** Completed a 2-hour domestic violence course from a board approved provider listed on [CE Broker](#) within six months of licensure. The certificate of completion is retained with your records. Do not submit to the Board Office with your application.

- ❖ Provisional License
- ❖ Applicants with Discipline History
- ❖ Applicants with Criminal History
- ❖ Health Care Fraud; Disqualifications for License, Certificate, or Registration



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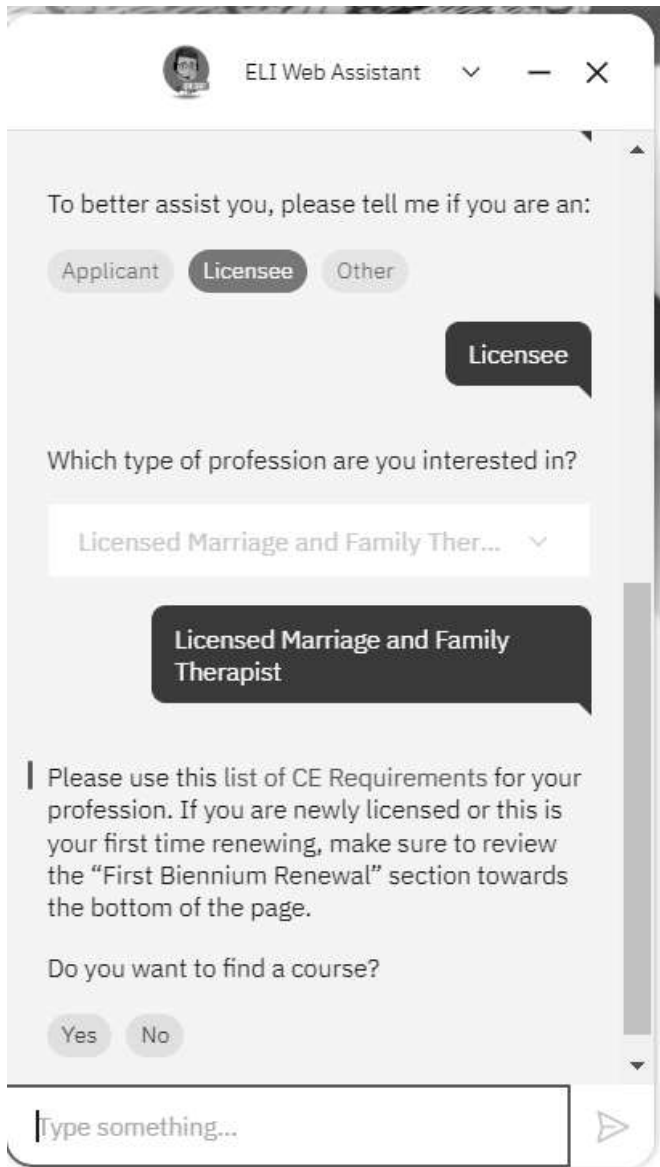
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Virginia Department of Health Professions
Revenue and Expenditures Summary
Department 10900 - Counseling
For the Period Beginning July 1, 2021 and Ending June 30, 2022

| Account Number | Account Description | Amount | Budget | Amount | |
|-------------------|---|---------------------|---------------------|---------------------|----------------|
| | | | | Under/(Over) | % of Budget |
| 4002400 | Fee Revenue | | | | |
| 4002401 | Application Fee | 522,190.00 | 294,600.00 | (227,590.00) | 177.25% |
| 4002406 | License & Renewal Fee | 1,644,355.00 | 1,563,135.00 | (81,220.00) | 105.20% |
| 4002407 | Dup. License Certificate Fee | 5,185.00 | 825.00 | (4,360.00) | 628.48% |
| 4002409 | Board Endorsement - Out | 10,580.00 | 1,740.00 | (8,840.00) | 608.05% |
| 4002421 | Monetary Penalty & Late Fees | 3,470.00 | 13,960.00 | 10,490.00 | 24.86% |
| 4002430 | Board Changes Fee | 1,980.00 | - | (1,980.00) | 0.00% |
| 4002432 | Misc. Fee (Bad Check Fee) | 620.00 | 140.00 | (480.00) | 442.86% |
| | Total Fee Revenue | 2,188,380.00 | 1,874,400.00 | (313,980.00) | 116.75% |
| 4003000 | Sales of Prop. & Commodities | | | | |
| 4003020 | Misc. Sales-Dishonored Payments | 430.00 | - | (430.00) | 0.00% |
| | Total Sales of Prop. & Commodities | 430.00 | - | (430.00) | 0.00% |
| | Total Revenue | 2,188,810.00 | 1,874,400.00 | (314,410.00) | 116.77% |
| 5011110 | Employer Retirement Contrib. | 19,774.97 | 24,577.00 | 4,802.03 | 80.46% |
| 5011120 | Fed Old-Age Ins- Sal St Emp | 16,826.24 | 22,465.00 | 5,638.76 | 74.90% |
| 5011140 | Group Insurance | 2,172.35 | 2,278.00 | 105.65 | 95.36% |
| 5011150 | Medical/Hospitalization Ins. | 24,073.00 | 39,324.00 | 15,251.00 | 61.22% |
| 5011160 | Retiree Medical/Hospitalizatn | 1,815.51 | 1,904.00 | 88.49 | 95.35% |
| 5011170 | Long term Disability Ins | 988.91 | 1,037.00 | 48.09 | 95.36% |
| | Total Employee Benefits | 65,650.98 | 91,585.00 | 25,934.02 | 71.68% |
| 5011200 | Salaries | | | | |
| 5011230 | Salaries, Classified | 162,445.04 | 169,962.00 | 7,516.96 | 95.58% |
| 5011250 | Salaries, Overtime | 20,302.60 | - | (20,302.60) | 0.00% |
| | Total Salaries | 182,747.64 | 169,962.00 | (12,785.64) | 107.52% |
| 5011300 | Special Payments | | | | |
| 5011310 | Bonuses and Incentives | 115.40 | - | (115.40) | 0.00% |
| 5011340 | Specified Per Diem Payment | 2,400.00 | 2,500.00 | 100.00 | 96.00% |
| 5011380 | Deferred Compnstn Match Pmts | 288.00 | 1,728.00 | 1,440.00 | 16.67% |
| | Total Special Payments | 2,803.40 | 4,228.00 | 1,424.60 | 66.31% |
| 5011400 | Wages | | | | |
| 5011410 | Wages, General | 41,133.90 | 123,695.00 | 82,561.10 | 33.25% |
| | Total Wages | 41,133.90 | 123,695.00 | 82,561.10 | 33.25% |
| 5011600 | Terminatn Personal Svce Costs | | | | |
| 5011660 | Defined Contribution Match - Hy | 3,665.90 | - | (3,665.90) | 0.00% |
| | Total Terminatn Personal Svce Costs | 3,665.90 | - | (3,665.90) | 0.00% |
| 5011930 | Turnover/Vacancy Benefits | | | | |
| | Total Personal Services | 296,001.82 | 389,470.00 | 93,468.18 | 76.00% |
| 5012000 | Contractual Svs | | | | |
| 5012100 | Communication Services | | | | |
| 5012110 | Express Services | - | 295.00 | 295.00 | 0.00% |
| 5012120 | Outbound Freight Services | 6.51 | - | (6.51) | 0.00% |
| 5012130 | Messenger Services | 18.12 | - | (18.12) | 0.00% |
| 5012140 | Postal Services | 12,503.93 | 12,000.00 | (503.93) | 104.20% |

| | | | | |
|--|------------------|------------------|--------------------|-----------------|
| 5012150 Printing Services | - | 120.00 | 120.00 | 0.00% |
| 5012160 Telecommunications Svcs (VITA) | 753.36 | 900.00 | 146.64 | 83.71% |
| 5012190 Inbound Freight Services | 22.52 | - | (22.52) | 0.00% |
| Total Communication Services | 13,304.44 | 13,315.00 | 10.56 | 99.92% |
| 5012200 Employee Development Services | | | | |
| 5012210 Organization Memberships | 1,400.00 | 1,400.00 | - | 100.00% |
| 5012240 Employee Trainng/Workshop/Conf | 500.00 | - | (500.00) | 0.00% |
| Total Employee Development Services | 1,900.00 | 1,400.00 | (500.00) | 135.71% |
| 5012300 Health Services | | | | |
| 5012360 X-ray and Laboratory Services | 189.00 | 140.00 | (49.00) | 135.00% |
| Total Health Services | 189.00 | 140.00 | (49.00) | 135.00% |
| 5012400 Mgmnt and Informational Svcs | - | | | |
| 5012420 Fiscal Services | 21,177.08 | 18,000.00 | (3,177.08) | 117.65% |
| 5012440 Management Services | 380.50 | 134.00 | (246.50) | 283.96% |
| 5012460 Public Infrmtnl & Relatn Svcs | 367.73 | 5.00 | (362.73) | 7354.60% |
| 5012470 Legal Services | 194.75 | 475.00 | 280.25 | 41.00% |
| Total Mgmnt and Informational Svcs | 22,120.06 | 18,614.00 | (3,506.06) | 118.84% |
| 5012500 Repair and Maintenance Svcs | | | | |
| 5012510 Custodial Services | 740.90 | - | (740.90) | 0.00% |
| 5012530 Equipment Repair & Maint Svc | 18.36 | - | (18.36) | 0.00% |
| 5012560 Mechanical Repair & Maint Svc | - | 34.00 | 34.00 | 0.00% |
| Total Repair and Maintenance Svcs | 759.26 | 34.00 | (725.26) | 2233.12% |
| 5012600 Support Services | | | | |
| 5012640 Food & Dietary Services | 1,461.01 | 1,075.00 | (386.01) | 135.91% |
| 5012660 Manual Labor Services | 320.27 | 1,170.00 | 849.73 | 27.37% |
| 5012670 Production Services | 3,235.24 | 5,380.00 | 2,144.76 | 60.13% |
| 5012680 Skilled Services | 26,253.67 | 16,764.00 | (9,489.67) | 156.61% |
| Total Support Services | 31,270.19 | 24,389.00 | (6,881.19) | 128.21% |
| 5012800 Transportation Services | | | | |
| 5012820 Travel, Personal Vehicle | 5,727.22 | 4,979.00 | (748.22) | 115.03% |
| 5012830 Travel, Public Carriers | 1,877.39 | - | (1,877.39) | 0.00% |
| 5012850 Travel, Subsistence & Lodging | 2,472.98 | 1,950.00 | (522.98) | 126.82% |
| 5012880 Trvl, Meal Reimb- Not Rprtble | 1,531.25 | 988.00 | (543.25) | 154.98% |
| Total Transportation Services | 11,608.84 | 7,917.00 | (3,691.84) | 146.63% |
| Total Contractual Svs | 81,151.79 | 65,809.00 | (15,342.79) | 123.31% |
| 5013000 Supplies And Materials | | | | |
| 5013100 Administrative Supplies | | | | |
| 5013120 Office Supplies | 3,359.04 | 597.00 | (2,762.04) | 562.65% |
| Total Administrative Supplies | 3,359.04 | 597.00 | (2,762.04) | 562.65% |
| 5013400 Medical and Laboratory Supp. | | | | |
| 5013420 Medical and Dental Supplies | 2.95 | - | (2.95) | 0.00% |
| Total Medical and Laboratory Supp. | 2.95 | - | (2.95) | 0.00% |
| 5013600 Residential Supplies | | | | |
| 5013630 Food Service Supplies | - | 183.00 | 183.00 | 0.00% |
| Total Residential Supplies | - | 183.00 | 183.00 | 0.00% |
| Total Supplies And Materials | 3,361.99 | 780.00 | (2,581.99) | 431.02% |
| 5015000 Continuous Charges | | | | |
| 5015100 Insurance-Fixed Assets | | | | |
| 5015160 Property Insurance | 90.55 | 46.00 | (44.55) | 196.85% |
| Total Insurance-Fixed Assets | 90.55 | 46.00 | (44.55) | 196.85% |
| 5015300 Operating Lease Payments | | | | |

| | | | | |
|--|---------------------|---------------------|---------------------|-----------------|
| 5015340 Equipment Rentals | 593.81 | 540.00 | (53.81) | 109.96% |
| 5015350 Building Rentals | 88.80 | - | (88.80) | 0.00% |
| 5015360 Land Rentals | - | 60.00 | 60.00 | 0.00% |
| 5015390 Building Rentals - Non State | 16,779.42 | 16,684.00 | (95.42) | 100.57% |
| Total Operating Lease Payments | 17,462.03 | 17,284.00 | (178.03) | 101.03% |
| 5015500 Insurance-Operations | | | | |
| 5015510 General Liability Insurance | 567.20 | 170.00 | (397.20) | 333.65% |
| 5015540 Surety Bonds | 19.18 | 11.00 | (8.18) | 174.36% |
| Total Insurance-Operations | 586.38 | 181.00 | (405.38) | 323.97% |
| Total Continuous Charges | 18,138.96 | 17,511.00 | (627.96) | 103.59% |
| 5022000 Equipment | | | | |
| 5022100 Computer Hrdware & Sftware | | | | |
| 5022170 Other Computer Equipment | 107.03 | - | (107.03) | 0.00% |
| Total Computer Hrdware & Sftware | 107.03 | - | (107.03) | 0.00% |
| 5022200 Educational & Cultural Equip | | | | |
| 5022240 Reference Equipment | - | 77.00 | 77.00 | 0.00% |
| Total Educational & Cultural Equip | - | 77.00 | 77.00 | 0.00% |
| 5022600 Office Equipment | | | | |
| 5022610 Office Appurtenances | - | 42.00 | 42.00 | 0.00% |
| 5022620 Office Furniture | 1,894.98 | - | (1,894.98) | 0.00% |
| Total Office Equipment | 1,894.98 | 42.00 | (1,852.98) | 4511.86% |
| Total Equipment | 2,002.01 | 119.00 | (1,883.01) | 1682.36% |
| Total Expenditures | 400,656.57 | 473,689.00 | 73,032.43 | 84.58% |
| Allocated Expenditures | | | | |
| 20100 Behavioral Science Exec | 176,779.92 | 191,282.90 | 14,502.97 | 92.42% |
| 30100 Data Center | 173,782.91 | 155,040.07 | (18,742.84) | 112.09% |
| 30200 Human Resources | 28,376.31 | 38,734.35 | 10,358.04 | 73.26% |
| 30300 Finance | 139,792.32 | 138,197.53 | (1,594.79) | 101.15% |
| 30400 Director's Office | 48,498.06 | 52,692.70 | 4,194.64 | 92.04% |
| 30500 Enforcement | 434,033.94 | 484,299.06 | 50,265.12 | 89.62% |
| 30600 Administrative Proceedings | 129,866.94 | 65,079.76 | (64,787.17) | 199.55% |
| 30700 Impaired Practitioners | 658.49 | 453.73 | (204.76) | 145.13% |
| 30800 Attorney General | 6,621.36 | 2,487.05 | (4,134.31) | 266.23% |
| 30900 Board of Health Professions | 5,980.50 | 6,621.13 | 640.63 | 90.32% |
| 31100 Maintenance and Repairs | 165.41 | 2,194.18 | 2,028.77 | 7.54% |
| 31300 Emp. Recognition Program | 1,978.50 | 3,511.47 | 1,532.98 | 56.34% |
| 31400 Conference Center | 2,941.82 | 5,526.69 | 2,584.87 | 53.23% |
| 31500 Pgm Devlpmnt & Implmentn | 15,444.90 | 23,400.94 | 7,956.04 | 66.00% |
| 31600 Healthcare Work Force | 28,862.71 | 38,050.18 | 9,187.48 | 75.85% |
| Total Allocated Expenditures | 1,193,784.09 | 1,207,571.74 | 13,787.65 | 98.86% |
| Net Revenue in Excess (Shortfall) of Expenditures | 594,369.34 | 193,139.26 | (401,230.08) | 307.74% |

| | | | | | | | | | | | | | | |
|---------|---|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|---------------|---------------|---------------|
| 5015470 | Private Vendor Service Charges: | 4.07 | 4.07 | (8.14) | - | - | - | - | - | - | (7.97) | 7.97 | - | - |
| | Total Service Charges | 4.07 | 4.07 | (8.14) | - | - | - | - | - | - | (7.97) | 7.97 | - | - |
| 5015500 | Insurance-Operations | | | | | | | | | | | | | |
| 5015510 | General Liability Insurance | 567.20 | - | - | - | - | - | - | - | - | - | - | - | 567.20 |
| 5015540 | Surety Bonds | 19.18 | - | - | - | - | - | - | - | - | - | - | - | 19.18 |
| | Total Insurance-Operations | 586.38 | - | - | - | - | - | - | - | - | - | - | - | 586.38 |
| | Total Continuous Charges | 1,720.77 | 1,653.93 | 1,389.11 | 1,414.86 | 1,621.16 | 1,445.68 | 1,459.38 | 1,482.50 | 1,384.25 | 1,439.67 | 1,656.31 | 1,471.34 | 18,138.96 |
| 5022000 | Equipment | | | | | | | | | | | | | |
| 5022170 | Other Computer Equipment | 16.21 | - | - | - | - | 58.02 | - | - | - | - | - | 9.26 | 23.54 |
| | Total Computer Hardware & Software | 16.21 | - | - | - | - | 58.02 | - | - | - | - | - | 9.26 | 23.54 |
| 5022620 | Office Furniture | - | - | - | - | - | - | - | - | - | - | - | - | 1,894.98 |
| | Total Office Equipment | - | - | - | - | - | - | - | - | - | - | - | - | 1,894.98 |
| | Total Equipment | 16.21 | - | - | - | - | 58.02 | - | - | - | - | - | 9.26 | 1,918.52 |
| 5023000 | Plant and Improvements | | | | | | | | | | | | | |
| 5023200 | Construction of Plant and Improvements | | | | | | | | | | | | | |
| 5023280 | Construction, Buildings Improvements | - | - | - | - | - | - | - | - | - | - | - | - | - |
| | Total Construction of Plant and Improvements | - | - | - | - | - | - | - | - | - | - | - | - | - |
| | Total Plant and Improvements | - | - | - | - | - | - | - | - | - | - | - | - | - |
| | Total Expenditures | 63,200.22 | 35,531.70 | 32,496.20 | 31,757.31 | 34,308.59 | 33,991.12 | 32,102.16 | 32,026.01 | 32,816.69 | 28,251.31 | 25,199.71 | 18,875.55 | 400,656.57 |
| | Allocated Expenditures | | | | | | | | | | | | | |
| 20100 | Behavioral Science Executive Director | 19,910.07 | 13,957.81 | 13,856.74 | 14,519.34 | 16,040.28 | 14,652.64 | 14,597.70 | 13,622.07 | 13,747.55 | 15,611.31 | 17,161.80 | 9,102.62 | 176,779.92 |
| 20200 | OptVet-Med/ASLP Executive Director | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 20400 | Nursing / Nurse Aide | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 20800 | Funeral/LTCA/P Executive Director | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 30100 | Technology and Business Services | 15,360.37 | 12,731.65 | 11,942.08 | 8,726.56 | 18,021.68 | 19,268.24 | 18,892.40 | 8,176.45 | 12,933.97 | 13,334.66 | 22,429.73 | 11,965.11 | 172,782.91 |
| 30200 | Human Resources | 2,917.45 | 278.61 | 257.77 | 2,031.18 | 311.10 | 153.77 | 359.54 | 11,612.16 | 4,533.46 | 1,502.37 | 1,533.11 | 2,885.80 | 28,376.31 |
| 30300 | Finance | 16,780.93 | 12,931.67 | 12,909.88 | 11,663.78 | 8,588.62 | 16,775.55 | 10,969.20 | 11,342.05 | 7,514.76 | 10,850.00 | 12,759.58 | 6,706.30 | 139,792.32 |
| 30400 | Director's Office | 6,233.68 | 4,364.45 | 4,271.19 | 4,322.46 | 4,047.18 | 3,703.40 | 4,546.90 | 4,534.37 | 3,786.56 | 4,062.00 | 3,125.00 | 1,500.86 | 48,498.06 |
| 30500 | Enforcement | 45,551.73 | 26,368.31 | 26,775.80 | 29,654.23 | 33,285.74 | 37,624.38 | 43,059.87 | 45,298.33 | 44,663.04 | 40,740.12 | 42,046.95 | 18,965.44 | 434,033.94 |
| 30600 | Administrative Proceedings | 25,842.68 | 12,550.00 | 12,674.31 | 8,084.43 | 3,735.53 | 13,901.93 | 15,653.69 | 5,126.24 | 5,578.01 | 13,136.31 | 10,873.94 | 2,709.86 | 129,866.94 |
| 30700 | Health Practitioners' Monitoring Program | 2.08 | 3.61 | 2.96 | 6.55 | 110.03 | 93.95 | 71.00 | 64.10 | 74.90 | 104.97 | 66.93 | 57.41 | 668.49 |
| 30800 | Attorney General | 627.43 | - | - | 2,832.81 | 0.01 | - | 1,421.73 | - | - | 1,739.38 | - | - | 6,621.36 |
| 30900 | Board of Health Professions | 675.65 | 1,592.33 | 409.78 | 930.86 | 635.44 | 1,086.03 | 465.89 | (1,192.49) | 20.49 | 627.31 | 469.87 | 259.32 | 5,980.50 |
| 31000 | SRTA | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 31100 | Maintenance and Repairs | - | - | - | - | - | - | - | - | - | - | 130.15 | 35.27 | 165.41 |
| 31300 | Employee Recognition Program | 43.79 | 293.12 | 8.07 | 51.54 | - | 542.51 | 4.00 | 5.42 | 2.04 | 187.45 | 730.79 | 109.76 | 1,978.50 |
| 31400 | Conference Center | 21.10 | 211.35 | 125.61 | 19.79 | 13.10 | 13.01 | 13.00 | 25.59 | (5.09) | 4,663.24 | (2,172.58) | 13.71 | 2,941.82 |
| 31500 | Program Development and Implementation | 1,864.09 | 1,431.32 | 1,345.94 | 1,268.11 | 798.12 | 919.91 | 1,030.37 | 912.47 | 1,485.54 | 1,743.29 | 1,510.71 | 1,135.05 | 15,444.90 |
| 31600 | Healthcare Workforce | 2,800.11 | 1,996.77 | 1,949.54 | 3,318.57 | 1,997.53 | 1,978.19 | 1,969.74 | 4,074.71 | 2,662.06 | 2,439.75 | 2,325.51 | 1,350.22 | 28,862.71 |
| 31800 | CBC (Criminal Background Check Unit) | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 31900 | 31900 Not in Use | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 32000 | 32000 Not in Use | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 32100 | 32100 Not in Use | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 98700 | Cash Transfers | - | - | - | - | - | - | - | - | - | - | - | - | - |
| | Total Allocated Expenditures | 138,631.16 | 88,710.99 | 86,529.68 | 87,430.23 | 87,584.36 | 110,713.51 | 113,055.01 | 103,601.48 | 96,997.28 | 110,742.16 | 112,991.49 | 56,796.73 | 1,193,784.09 |
| | Net Revenue in Excess (Shortfall) of Expenditures | \$ (93,878.97) | \$ (58,980.28) | \$ (69,265.70) | \$ (70,202.54) | \$ (76,777.95) | \$ (82,414.63) | \$ (65,122.17) | \$ (78,752.49) | \$ (78,513.97) | \$ (87,278.47) | \$ 410,013.80 | \$ 945,542.72 | \$ 594,369.34 |

**DHP
Board Cash Balance Report**

**109 -
Counseling**

\$ 2,528,753
2,188,810
1,594,441
\$ 3,123,122

Cash Balance as of June 30, 2021
YTD FY 2022 Revenue
Less: YTD FY 2022 Direct and Allocated Expenditures
Cash Balance as of June 30, 2022

Discipline Reports

SEPTEMBER 1, 2022 - DECEMBER 31, 2022

| NEW CASES RECEIVED IN BOARD SEPTEMBER 1, 2022 - DECEMBER 31, 2022 |
|--|
| 381 |

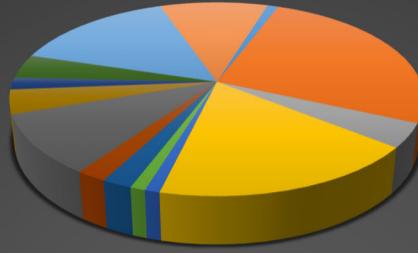
| OPEN CASE STAGES DECEMBER 31, 2022 | |
|---|------------|
| Probable Cause Review | 71 |
| Scheduled for Informal Conferences | 29 |
| Scheduled for Formal Hearings | 4 |
| Other (pending CCA, PHCO, hold, etc.) | 9 |
| Cases with APD for processing (IFC, FH, Consent Order) | 7 |
| TOTAL CASES AT BOARD LEVEL | 120 |

| TOTAL OPEN INVESTIGATIONS (ENFORCEMENT) |
|--|
| 105 |

| UPCOMING CONFERENCES AND HEARINGS | | |
|-----------------------------------|------------------------|--|
| Informal Conferences | Conferences Held: | October 24, 2022 (Agency Subordinate) November 18, 2022 (Special Conference Committee) December 1, 2022 (Agency Subordinate) |
| | Scheduled Conferences: | January 27, 2023 (Special Conference Committee) February 28, 2023 (Agency Subordinate) March 31, 2023 (Special Conference Committee) May 19, 2023 (Special Conference Committee) June 7, 2023 (Agency Subordinate) |
| Formal Hearings | Hearings Held: | September 16, 2022 (Summary Suspension Consideration) |
| | Scheduled Hearings: | May 5, 2023 July 21, 2023 October 13, 2023 |

| CASES CLOSED SEPTEMBER 1, 2022 - DECEMBER 31, 2022 | |
|--|------------|
| Closed – no violation | 83 |
| Closed – undetermined | 3 |
| Closed – violation | 15 |
| Credentials/Reinstatement – Denied | 1 |
| Credentials/Reinstatement – Approved | 6 |
| TOTAL CASES CLOSED | 108 |

Closed Case Categories



- Abuse/Abandonment/Neglect (1)
- Diagnosis/Treatment (26)
- Fraud, non-patient care (4)
- No jurisdiction (18)
- Records Release (1)
- Reinstatement Application (1)
- Scope of Practice (2)
- Unlicensed Activity (2)
- Business Practice Issues (10)
1 violation
(LPC, LMFT)
- CE Noncompliance (4)
3 violations
(2 LPC, QMHP-A)
- Criminal Activity (2)
2 violations
(2 LPC)
- Fraud, patient care (4)
1 violation
(QMHP-A, QMHP-C)
- Inability to Safely Practice (15)
1 violation
(LPC)
- Inappropriate Relationship (10)
7 violations
(1 LPC, 4 RIC, 3 QMHP-A, 1 QMHP-T)

| AVERAGE CASE PROCESSING TIMES (counted on closed cases) | |
|--|------------|
| Average time for case closures | 209 |
| Avg. time in Enforcement (investigations) | 120 |
| Avg. time in APD (IFC/FH preparation) | 40 |
| Avg. time in Board (includes hearings, reviews, etc). | 92 |

LICENSING REPORT

| Satisfaction Survey Results | |
|--|-------|
| 2022 4 th Quarter (April 1 – June 30) | 96.6% |
| 2023 1 st Quarter (July 1 – September 30) | 86.4% |

Totals as of January 5, 2023*

| Current Active Licenses | |
|--|----------------|
| Certified Substance Abuse Counselor | 1,749 |
| Substance Abuse Trainee | 2,241 |
| Substance Abuse Counseling Assistant | 253 |
| | |
| Licensed Marriage and Family Therapist | 1,013 |
| Marriage & Family Therapist Resident | 156 |
| | |
| Licensed Professional Counselor | 8,338 |
| Resident in Counseling | 2,925 |
| | |
| Substance Abuse Treatment Practitioner | 406 |
| Substance Abuse Treatment Residents | 11 |
| | |
| Rehabilitation Provider | 163 |
| | |
| Qualified Mental Health Prof-Adult | 6,624 |
| Qualified Mental Health Prof-Child | 4,557 |
| Trainee for Qualified Mental Health Prof | 8,408 |
| Registered Peer Recovery Specialist | 502 |
| Total | 35,346* |

*Unofficial numbers (for informational purposes only)

Licenses, Certifications and Registrations Issued

| License Type | August 2022 | September 2022 | October 2022 | November 2022* | December 2022* |
|--|-------------|----------------|--------------|----------------|----------------|
| Certified Substance Abuse Counselor | 11 | 13 | 5 | 7 | 4 |
| Substance Abuse Trainee | 43 | 41 | 24 | 15 | 24 |
| Certified Substance Abuse Counseling Assistant | 5 | 1 | 4 | 2 | 1 |
| | | | | | |
| Licensed Marriage and Family Therapist | 15 | 11 | 9 | 3 | 15 |
| Marriage & Family Therapist Resident | 4 | 3 | 8 | 6 | 5 |
| Pre-Education Review for LMFT | 0 | 0 | 0 | 1 | 0 |
| | | | | | |
| Licensed Professional Counselor | 113 | 80 | 84 | 67 | 102 |
| Resident in Counseling | 123 | 98 | 97 | 59 | 55 |
| Pre-Education Review for LPC | 9 | 4 | 11 | 2 | 4 |
| | | | | | |
| Substance Abuse Treatment Practitioner | 11 | 3 | 3 | 7 | 2 |
| Substance Abuse Treatment Residents | 0 | 0 | 0 | 0 | 0 |
| Pre-Education Review for LSATP | 0 | 0 | 0 | 0 | 0 |
| | | | | | |
| Rehabilitation Provider | 1 | 0 | 0 | 0 | 0 |
| | | | | | |
| Qualified Mental Health Prof-Adult | 66 | 52 | 63 | 53 | 52 |
| Qualified Mental Health Prof-Child | 41 | 30 | 52 | 29 | 37 |
| Trainee for Qualified Mental Health Prof | 182 | 205 | 217 | 102 | 102 |
| Registered Peer Recovery Specialist | 22 | 22 | 16 | 9 | 22 |
| Total | 646 | 563 | 593 | 362 | 425 |

*Unofficial numbers (for informational purposes only)

Licenses, Certifications and Registration Applications Received

| Applications Received | August 2022* | September 2022* | October 2022* | November 2022* | December 2022* |
|--|--------------|-----------------|---------------|----------------|----------------|
| Certified Substance Abuse Counselor | 8 | 14 | 10 | 9 | 13 |
| Substance Abuse Trainee | 39 | 42 | 20 | 34 | 22 |
| Certified Substance Abuse Counseling Assistant | 4 | 8 | 3 | 3 | 4 |
| | | | | | |
| Licensed Marriage and Family Therapist | 10 | 13 | 6 | 13 | 9 |
| Marriage & Family Therapist Resident | 4 | 7 | 9 | 5 | 1 |
| Pre-Education Review for LMFT | 0 | 0 | 1 | 0 | 0 |
| | | | | | |
| Licensed Professional Counselor | 131 | 103 | 88 | 86 | 76 |
| Resident in Counseling | 129 | 92 | 63 | 48 | 91 |
| Pre-Education Review for LPC | 6 | 10 | 3 | 5 | 4 |
| | | | | | |
| Substance Abuse Treatment Practitioner | 4 | 8 | 6 | 5 | 5 |
| Substance Abuse Treatment Residents | 1 | 1 | 0 | 0 | 1 |
| Pre-Education Review for LSATP | 0 | 0 | 0 | 0 | 0 |
| | | | | | |
| Rehabilitation Provider | 0 | 2 | 0 | 0 | 0 |
| | | | | | |
| Qualified Mental Health Prof-Adult | 111 | 103 | 85 | 83 | 73 |
| Qualified Mental Health Prof-Child | 70 | 93 | 53 | 48 | 59 |
| Trainee for Qualified Mental Health Prof | 223 | 197 | 153 | 127 | 143 |
| Registered Peer Recovery Specialist | 28 | 17 | 18 | 16 | 22 |
| Total | 768 | 708 | 518 | 482 | 523 |

*Unofficial numbers (for informational purposes only)



Additional Information:

- **Board of Counseling Staffing Information:**

- The Board currently has five full-time and one part-time staff members to answer phone calls, emails and to process applications across all license, certification and registration types.
 - Licensing Staff:
 - Brenda Maida – Licensing Program Manager (Full-Time)
 - Victoria Cunningham – Licensing Specialist (Full-Time)
 - Dalyce Logan – Licensing Specialist (Full-Time)
 - Maya Weeks – Licensing Specialist (Full -Time effective 1/10/23)
 - QMHP Staff:
 - Sandie Cotman – Licensing Program Manager (Full-Time)
 - Shannon Brogan – Licensing Specialists (Full-Time)
 - Sarah Bryant - Licensing Administration Assistant (Part-Time)