

**VIRGINIA BOARD OF COUNSELING
SPECIAL CONFERENCE COMMITTEE
INFORMAL CONFERENCE MINUTES – APRIL 29, 2022**

CALL TO ORDER: A Special Conference Committee (“Committee”) of the Board of Counseling (“Board”) convened on April 29, 2022 at 10:00 a.m., at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Richmond, Virginia, Board Room 1.

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

STAFF PRESENT: Jennifer Lang, Deputy Executive Director, Board of Counseling
Emily Tatum, Adjudication Specialist, Administrative Proceedings Division

RESPONDENT: Kaitlin Traynor, Applicant for Licensure as a Resident in Counseling
Case No.: 216830

DISCUSSION: Kaitlin Traynor appeared in person before the Committee, without legal counsel, and fully discussed the allegations contained in the Notice dated March 29, 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 Kaitlin Traynor, Applicant for Licensure as a Resident in Counseling. Additionally, she moved that Jennifer Lang 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 Ms. Traynor's application. The motion carried.

ADJOURN: With all business concluded, the Committee adjourned at 10:30 a.m.

As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on the respondent, unless the respondent 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

5/2/2022
Date

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Jennifer Lang, Deputy Executive Director
Virginia Board of Counseling

5/3/2022
Date

**VIRGINIA BOARD OF COUNSELING
SPECIAL CONFERENCE COMMITTEE
INFORMAL CONFERENCE MINUTES – APRIL 29, 2022**

CALL TO ORDER: A Special Conference Committee (“Committee”) of the Board of Counseling (“Board”) convened on April 29, 2022 at 10:38 a.m., at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Richmond, Virginia, Board Room 1.

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

STAFF PRESENT: Jennifer Lang, Deputy Executive Director, Board of Counseling
Emily Tatum, Adjudication Specialist, Administrative Proceedings Division

RESPONDENT: **Jessica Schmid, Applicant for Licensure as a Resident in Counseling**
Case No.: 216862

DISCUSSION: Jessica Schmid appeared in person before the Committee, without legal counsel, and fully discussed the allegations contained in the Notice dated March 30, 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 Jessica Schmid, Applicant for Licensure as a Resident in Counseling. Additionally, she moved that Jennifer Lang 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 Ms. Schmid's application. The motion carried.

ADJOURN: With all business concluded, the Committee adjourned at 11:05 a.m.

As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on the respondent, unless the respondent 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

5/2/2022

Date

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

5/3/2022

Date

**VIRGINIA BOARD OF COUNSELING
SPECIAL CONFERENCE COMMITTEE
INFORMAL CONFERENCE MINUTES – APRIL 29, 2022**

CALL TO ORDER: A Special Conference Committee (“Committee”) of the Board of Counseling (“Board”) convened on April 29, 2022 at 11:16 a.m., at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Richmond, Virginia, Board Room 1.

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

STAFF PRESENT: Jennifer Lang, Deputy Executive Director, Board of Counseling
Emily Tatum, Adjudication Specialist, Administrative Proceedings Division

RESPONDENT: **Khayah Roulhac, Applicant for registration to practice as a qualified mental health professional-trainee**
Case No.: 217859

DISCUSSION: Khayah Roulhac appeared in person before the Committee, without legal counsel, and fully discussed the allegations contained in the Notice dated March 30, 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 Khayah Roulhac, Applicant for registration to practice as a qualified mental health professional-trainee. Additionally, she moved that Jennifer Lang 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. Roulhac's application. The motion carried.

ADJOURN: With all business concluded, the Committee adjourned at 11:35 a.m.

As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on the respondent, unless the respondent 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

5/2/2022
Date

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

5/3/2022
Date

**VIRGINIA BOARD OF COUNSELING
SPECIAL CONFERENCE COMMITTEE
INFORMAL CONFERENCE MINUTES – APRIL 29, 2022**

CALL TO ORDER: A Special Conference Committee (“Committee”) of the Board of Counseling (“Board”) convened on April 29, 2022 at 11:36 a.m., at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Richmond, Virginia, Board Room 1.

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

STAFF PRESENT: Jennifer Lang, Deputy Executive Director, Board of Counseling
Emily Tatum, Adjudication Specialist, Administrative Proceedings Division

RESPONDENT: **Tyler Duncil, Applicant for registration to practice as a QMHP-A**
Case No.: 217243

PRELIMINARY MATTER AND DISCUSSION: The Chairperson noted that the time was 11:37 a.m. and Tyler Duncil was noticed to appear before the Committee at 11:00 a.m. Ms. Tatum advised the Committee that the Notice was mailed to the Respondent’s address of record with the Board of Counseling and that neither the certified mail nor the regular mail had been returned. In addition, Ms. Tatum advised that via an email dated April 25, 2022, the applicant notified Board staff that he was unable to attend the informal conference. When the applicant was offered a continuance he stated that he wanted the conference to proceed in his absence. The Chairperson determined that Tyler Duncil had been properly noticed and the informal conference would proceed in the Respondent’s absence. The Committee considered the information contained in the informal conference package.

DISCUSSION AND DECISION: The Committee fully discussed the allegations contained in the Notice dated March 30, 2022. Upon a motion by Ms. Stransky, and duly seconded by Ms. Hunt, the Committee voted to approve Tyler Duncil’s application for registration to practice as a qualified mental health professional-adult. The motion carried.

ADJOURN: With all business concluded, the Committee adjourned at 11:46 a.m.

As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on the respondent, unless the respondent 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

5/2/2022

Date

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

5/3/2022

Date