

MINUTES September 21, 2018
LICENSED PROFESSIONAL COUNSELORS BOARD OF EXAMINERS
Approved

The meeting was called to order by K Steele at 12:33 PM. N Peirce took the roll call and determined a quorum was present.

Members Present:

P Millhollon
L Choate
K Steele
R Cathey
D Mayeux
E Cowger
E Airhia
J Mims
N Pierce
J Cortez
C Guillotte

Members Absent:

Staff Present:

J Doming R Lundin

Guests Present:

J Raines

Agenda

K Steele asks to amend the agenda to add approving the board policy handbook under Old Business. E Airhia motions to approve. J Cortez seconds. All approved; no abstentions.

Board Meeting Minutes

K Steele asks for a motion to approve the July Board Meeting minutes. D Mayeux motions to approve. N Peirce seconds. All approved; no abstentions.

K Steele introduces new board members, Dr. Roy Salgado and Dr. Laura Fazio-Griffith.

Committee on Licensure/Supervision/Appraisal –LMFT- C Guillotte, P Millhollon, R Cathey, K Steele

C Guillotte presents (P)LMFT licensure report. The data includes those practice settings and expedited applications approved each month by Board Staff.

Application	Aug.	Sept.	Total
LMFT Application for Licensure 1 APPROVED	0	1	1
LMFT Out-of State Applications for Licensure 3 APPROVED	3	0	3
PLMFT Section 1,2,3 4 APPROVED; 1 DENIED	3	2	5

PLMFT Section 1 Only	0	0	0
N/A			
PLMFT Section 2 and 3 Only	0	0	0
N/A			
PLMFT Change/Add Practice Setting	0	0	0
N/A			
PLMFT Change/Add Supervisor	0	0	0
N/A			
LMFT SC Application: Section 1	0	0	0
N/A			
LMFT SC Application: Section 2	0	0	0
N/A			
LMFT Supervisor Candidate	0	0	0
N/A			
LMFT Supervisor	0	0	0
N/A			
Application for Expedited Processing	1	1	2
Total LMFT Folders Reviewed	7	4	11

Committee on Licensure/Supervision/Appraisal-LPC- J Mims, J Cortez

J Mims presents (P)LPC licensure report.

Total Number of LPC Applications Reviewed:

August & September 2018

Application	Aug.	Sept.	Total
LPC Application for Licensure	14	17	31
28 APPROVED; 3 DENIED			
LPC Endorsement Application	2	4	6
5 APPROVED; 1 DENIED			
PLPC Application (Section 1, 2, 3)	22	21	43

33 APPROVED; 9 DENIED; 1 REQUESTING ADDITIONAL INFO.			
PLPC Application:Section 1 Only	1	0	1
1 APPROVED			
PLPC Application: Section 1 and 2 Only	3	0	3
3 APPROVED			
PLPC Application: Section 2 Only	0	0	0
N/A			
PLPC Application: Section 2 and 3 Only	1	0	1
1 APPROVED			
PLPC Application: Section 3 Only	1	3	4
3 APPROVED; 1 NEED ADDITIONAL INFO			
PLPC: Change/Add Supervisor	8	5	13
13 APPROVED			
LPC Supervisor Application	10	6	16
15 APPROVED; 1 DENIED			
Appraisal Privilege	1	0	1
1 APPROVED			
LPC Areas of Expertise Review	0	0	0
N/A			
Application for Expedited Processing	32	19	51
PLPC Practice Setting Updates	35	38	73
Total LPC Folders Reviewed	130	113	243

K Steele asks for public comments. No comments. C Guillotte motions to approve the licensure report. J Mims seconds. All approve; no abstentions.

Committee Professional Assistance Program (PAP): P Millhollon, R Cathey, E Airhia, L Fazio

R Cathey presents PAP report. There are 5 cases open. Met with one participant today and will meet with one in November. No new cases to open.

L Griffith will join PAP Committee and R Salgado will join Discipline Committee.

R Cathey motions to accept the PAP report and the new committee members. K Steele seconds. All approved; no abstentions.

C Guillotte motions to accept the report. J Mims seconds. All approved; no abstentions.

Committee on Disciplinary Affairs Report- K Steele, N Pierce, R Salgado

J Raines presents consent agreement RE: Fred Fulton, LPC #5321

J Cortez motions to accept the agreement, J Mims seconds. All approved; no abstentions.

K Steele presents the Disciplinary Affairs Committee Report.

Unofficial Complaints Received since July 20, 2018:

1. 18/19-10 Practicing without a license
2. 18/19-11 Practicing without a license
3. 18/19-22 Unprofessional Conduct/Sexual Misconduct*

Official Complaints Received since July 20, 2018:

1. 18/19-05 Unprofessional Conduct
2. 18/19-06 Unprofessional Boundaries
3. 18/19-07 Practicing Outside Scope of Practice
4. 18/19-08 Unprofessional Boundaries
5. 18/19-09 Practicing without supervision
6. 18/19-13 Unprofessional Conduct
7. 18/19-14 Unprofessional Conduct
8. 18/19-15 Sexual Misconduct
9. 18/19-16 Unprofessional Conduct
10. 18/19-17 Unprofessional Conduct
11. 18/19-18 Fraud
12. 18/19-19 Unprofessional Conduct
13. 18/19-20 Unprofessional Conduct
14. 18/19-21 Unprofessional Conduct/Professional Relationship
15. 18/19-22 Unprofessional Conduct/ Sexual Misconduct*
16. 18/19/-23 Sexual Misconduct
17. 18/19-24 Unprofessional Conduct
18. 18/19-25 Unprofessional Conduct
19. 18/19-26 Unprofessional Conduct/ Record Retention Practices

Cases to Open:

1. 18/19-05 Unprofessional Conduct
2. 18/19-06 Unprofessional Boundaries
3. 18/19-07 Practicing Outside Scope of Practice
4. 18/19-08 Unprofessional Boundaries
5. 18/19-09 Practicing without supervision
6. 18/19-13 Unprofessional Conduct
7. 18/19-14 Unprofessional Conduct
8. 18/19-15 Sexual Misconduct

9. 18/19-16 Unprofessional Conduct
10. 18/19-17 Unprofessional Conduct
11. 18/19-18 Fraud
12. 18/19-19 Unprofessional Conduct
13. 18/19-20 Unprofessional Conduct
14. 18/19-21 Unprofessional Conduct/Professional Relationship
15. 18/19-22 Unprofessional Conduct/ Sexual Misconduct*
16. 18/19/-23 Sexual Misconduct
17. 18/19-24 Unprofessional Conduct
18. 18/19-25 Unprofessional Conduct
19. 18/19-26 Unprofessional Conduct/ Record Retention Practices

Cases to Close:

1. 17/18-02
2. 17/18-35
3. 17/18-47
4. 17/18-62
5. 17/18-64

K Steele explains the difference in official versus unofficial complaint. An official complaint must be signed by the complainant. Board asks to make a category that would show cases that were pending due to no response from respondent or pending litigation.

J Mims motions to accept the report. J Cortez seconds. All in favor.

K Steele asks for public comments. No comments.

Marriage and Family Therapy Advisory Committee Report: P Millhollon, K Steele, R Cathey, C Guillotte

P Millhollon discusses the restructuring of LAMFT. Says the conference will be held next year and that the nominees to replace her position are being worked on. The committee is considering a jurisprudence exam. The new rules will be presented later in the meeting.

K Steele asks for public comments. No comments.

P Millhollon motions to accept report. E Airhia seconds. All approved; no abstentions.

Committee on Legislative Affairs – C Guillotte, E Airhia, J Mims, J Doming, M Feduccia

J Doming presents Act No. 623. An oversight committee will begin looking at all rules being promulgated by occupational licensing boards beginning January 1, 2019.

J Doming presents Act No. 260. There is a requirement to conspicuously place where to make complaints regarding the Board.

J Doming presents Act No. 454. The Board is required to set a hearing date to discuss rules with the public.

J Mims says LCA is responsible for notifying the Board of changes that will impact licensees. There should be Board representation at the legislative session this spring.

K Steele asks for public comments. No comments.

K Steele motions to approve. All approved; no abstentions.

K Steele recognizes P Millhollon for nearly 10 years of service to the Board.

Recess.

K Steele motions to reconvene. D Mayeux seconds. All approve; no abstentions.

Committee on Rules- J Mims, D Mayeux, J Cortez, K Steele, J Doming

LPC Rules presented by J Mims. Teletherapy rules discussion.

Wherever the client is located, the licensee will be required to meet the requirements for that state. Person in another state, that state will have jurisdiction. J Mims motions for a vote. C Guillotte disapproves, all others present approve.

J Cortez motions to approve 9 hours of training to become certified in teletherapy and 3 hours of continuing education with renewal applications for teletherapy. All approved; no abstentions.

Rule Additions and Amendments:

Chapter 4, Criminal History Records- D. Mayeux motions, J Cortez seconds. All approve.

Chapter 5, Definitions and License Status- E. Airhia motions, D. Mayeux seconds. All approve.

Chapter 6, PLPC Licensure Requirements- D. Mayeux motions, N. Pierce seconds. All approve.

Chapter 8, Supervisor Requirements- N. Pierce motions, E. Airhia seconds. All approve.

Chapter 9, Fees-D. Mayeux motions, J. Cortez seconds. All approve.

Chapter 31, Definitions and License status LMFT-N. Pierce motions, J. Cortez seconds. All approve.

Chapter 37, Endorsement LMFT-R. Cathey motions, J.Mims seconds. All approve.

J. Mims and P. Millhollon will work together to finalize teletherapy rules. The Board votes to approve their work in advance. E. Airhia motions, R.Cathey seconds. All approve.

J Mims asks for public comments. No public comments.

Financial Report(s) – J Doming

J Doming presents the June and July financial reports. Increased revenue during June. Review of the "Actual" budget numbers for the fiscal year 2017-2018. Total gross revenue \$110,000 more than budgeted. Savings mostly due to less travel by the director and the board; more revenues from out of state applicants than expected. N Pierce motions to accept. E Airhia seconds. All approved; no abstentions.

Executive Director Report – J Doming

J Doming presents the Executive Director Report: Audit preparation, state reports, renewal prep work, financials, training new discipline assistant, website planning, meetings to discuss legislation. J Mims motions to accepts. All approved; no abstentions.

Old Business- K Steele, J Doming

J Mims reminds the Board about the LCA conference October 7-9. J Mims reminds the Board to review the policy and procedures manual.

Board members discuss receiving 10 continuing education hours per year for Board work. Board members will spend an average of 10 hours per month on Board business. E Airhia motions to approve. N Peirce seconds. All approve; no abstentions.

Board members discuss officers remaining in positions for two years. Currently members are in the position for one year. D Mayeux motions to accept two year terms. J Cortez seconds. All approve; no abstentions.

New Business – K Steele, J Doming

J Mims reminds all that November 16, 2018 is the next board meeting.

J Doming presents the 2019 Board meeting calendar.

J Mims motions to approve the calendar. E Airhia seconds. All approve; no abstentions.

Closing

P Millhollon motions to adjourn. J Mims seconds. All approved; no abstentions.

Adjourn meeting at 5:35 PM.

Respectfully Submitted By,
Jamie S. Doming, Executive Director