**Minutes**

**LLPVRC Board Meeting**

**June 17, 2011**

1. **Call to Order**

The meeting was called to order at 10:10AM by Board Chairman Smith. In attendance were the following: Tom Bott, Jan Case, Linda Gutierrez, Mary Walker, and Scott Smith. Board members introduced themselves at this time, and welcomed new members, Linda and Mary.

1. **Approval of Previous Minutes**

The minutes of the March 17, 2011meeting of the Board were approved as written.

1. **File Reviews**
2. New Applicants: The applications of Adrienne M. Huval, Margaret D. Morris, and Christian G. Senette were approved for Provisional Licensure.
3. Provisionals: There were no cases pending at this time.

**Note: At this point in the Board meeting, a phone conference call with Steve Glusman was conducted. Mr. Glusman shared various up-dates with the Board. Following the conclusion of this phone conference, the meeting of the Board continued as follows:**

1. **CEU Reviews**
2. A request from Jessica S. Fontenotfor 16 CEUs for attending the Region IV Crisis Intervention Team LA Conference “Protecting the Protector” was approved.
3. **New Business**
4. The Board reviewed bills submitted by Steve Glusman for legal services performed. The bills were approved for payment.
5. The Board discussed the merits of providing LRC mailing addresses in any format other than the posting of said information on our website. The Board declined to amend its current practice on this matter.
6. Mr. Bob Gisclair spoke to the Committee regarding possible changes in the current statutes that specify the supervision requirements for experienced vocational rehabilitation counselors who desire to become LRC’s. In addition, Mr. Gisclair spoke to the Board (on behalf of himself and Carla Seyler) regarding the possible revision of our current LRC Code of Ethics in order to bring this Code into compliance with the newly-revised (2010) *Code of Professional Ethics for Rehabilitation Counselors*adopted by the CRCC. The possibility of simply adopting the CRCC Code for our use was also discussed. The Board expressed its appreciation to Mr. Gisclair (and to Ms. Seyler) for their insights, and recommended further Board consideration of both matters that were presented.
7. The Board discussed the travel and lodging reimbursement policies that govern Board member expenses related to attendance at Board meetings. A motion was made, seconded, and passed to reimburse Board members for their mileage expenses to Board meetings, using the current State mileage reimbursement rate. In addition, the Board will provide $60 toward lodging expenses to Board members to attend Board meetings if such members need to stay overnight in a hotel and travel over 100 miles to attend a given Board meeting. Heather will be asked to explore the implementation feasibility of these two changes, and the Board will further discuss these recommended changes at its next meeting.
8. The development and the posting of “Board Opinions” were discussed. An “Opinion” was described as “a formal opinion on a given matter by the Board in response to a formal request from a rehabilitation counselor for such an opinion.” “Opinions” are to be regarded as advisory in nature, and are intended to enhance the practice of rehabilitation counseling. After further discussion of this matter, the Board decided to continue discussion regarding these matters.
9. The Board discussed “Duty to Warn and Duty to Protect.”
10. The Board appointed Mary Walker as its new Treasurer.
11. **Old Business**
12. Additional checks were signed.
13. It was reported that webhosting services were switched from Onesimus Internet Solutions to Tidal Waves on June 1, 2011 due to the closing of Onesimus. The Board will continue to monitor the suitability and the quality of services now provided by Tidal Waves.
14. It was reported that LRC Renewal Applications for 2011-2012 were mailed out to all LRC’s the week of June 6, 2011.
15. The following Reports have been completed:

\*3rd Quarter Legal Cost Quarterly Report

\*3rd Quarter Accounts Receivable Report

\*3rd Quarter Office of Risk Management/Risk Exposure Reporting Form

\*Contact Information for GeauxBixServices for the Secretary of State

\*Pay Increase Report for the Department of Civil Service

\*Board and Commission Reporting Form for the State Civil Service removing Ashley Bryars from the Board and changing Scott Smith’s position to Chair

1. **Next Board Meeting**

The next meeting of the Board will be held onSeptember 14, 2011, beginning at 10:00 AM.

1. **Adjournment**

There being no further business, a motion to adjourn was made (Tom Bott) and seconded (Jan Case). The motion carried, andthe Board adjourned at 1:45 PM.

**Ethics Committee**

1. **Call to Order**

The meeting was called to order at 1:55 PM by Committee Chairman Bott. In attendance were the following: Tom Bott, Jan Case, Linda Gutierrez, Scott Smith, and Mary Walker.

1. **New Business**
2. Chairman Bott facilitated a discussion of pertinent updates.
3. **Adjournment**

There being no further business, a motion to adjourn was made (Scott Smith) and seconded

(Jan Case). The motion carried, and the Ethics Committee adjourned at 3:05 PM.

Respectfully submitted,

Jan C. Case

Secretary