

**South Carolina Board of Examiners for the Licensure of  
Professional Counselors, Marriage and Family Therapists,  
Addiction Counselors and Psycho-Educational Specialists**

**February 18, 2025 – 10:00 a.m.**

**Synergy Business Park – Kingstree Building**

**Midlands Conference Room**

**110 Centerview Drive, Columbia, SC 29210**

**AGENDA**

**1. Meeting Called to Order – Dr. Jennifer Jordan, Chairperson**

Public Notice of this meeting was properly posted at the office of the South Carolina Board of Examiners for the Licensure of Professional Counselors, Marriage and Family Therapists, Addiction Counselors and Psycho-Educational Specialists, Synergy Business Park, Kingstree Building, 110 Centerview Drive in Columbia, SC, on the Board's website, and provided to any requesting persons, organizations, and news media in compliance with S.C. Code Ann. Section 30-4-80 of the Freedom of Information Act. Members of the public who wish to view the meeting may do so by live stream at <https://lir.sc.gov/cou/videos.aspx>.

**2. Approval of the Agenda**

**3. Approval/Disapproval of Absent Members**

**4. Approval of Minutes:** September 16, 2024 and October 8, 2024

**5. Chairperson Remarks:** Dr. Jennifer Jordan

**6. Disciplinary Hearings**

- a. NOH-MOA: Case# 2022-81
- b. NOH-MOA: Case# 2022-26

**7. Board Member Training – Sherri Butterbaugh, Office of Disciplinary Counsel, April Howe, Office of Investigations and Enforcement, Mary League, Advice Counsel and Pam Dunkin, Board Executive**

**8. Administrative Reports**

- a. Office of Investigations and Enforcement (OIE) Report – April Howe
- b. Investigative Review Conference (IRC) Report – April Howe
- c. Office of Disciplinary Counsel (ODC) Report – Sherrie Butterbaugh
- d. Board Executive Reports/Remarks – Pam Dunkin
  - Finance Report
  - 2025 New Mileage Rate
  - Statement of Economic Interest Reports - Due by March 30, 2025
  - Expert Reviewer Nominations Reminder
  - New CE Requirement on Suicide Assessment, Treatment and Management Treatment
  - Review List of New Licensees: 9/13/2024 – 2/10/2025
  - Number of Active Credentials as of 2/10/2025
  - Number of Continuing Education Providers Approved: 9/13/24 – 2/10/2025

- Ratification of New Licenses and Continuing Education Sponsors Vote: 9/13/24 – 2/10/2025
- Application Review Committee: Applications Reviewed: 9/13/24 – 2/10/2025

**9. New Business**

**a. Board Member Reports – Conference or Meetings Attended**

- 2024 Southern Association for Counselor Education and Supervision (SACES) Conference: Dallas, Texas – Dr. Jordan
- American Association of State Counseling Boards (AASCB) 2025 Conference: Myrtle Beach, South Carolina  
Dr. Jordan, Dr. Miller and Dr. Pruett

**b. Upcoming Travel Meetings – Discussion, Vote and Attendees**

- The National Board for Certified Counselors (NBCC) – 2025 CCE & NBCC Counseling Regulatory Boards Annual Summit (CRBS) Meeting: June 25-27, 2025, Austin, Texas
- 2025 American Mental Health Counselors Association Annual Conference (AMHCA): June 24-27, 2025, Las Vegas, Nevada
- The Association of Marriage and Family Therapy Regulatory Boards (AMFTRB) 39<sup>th</sup> Annual Meeting of State Delegates 2025 and Clear’s Annual Education Conference: 39<sup>th</sup> Annual Conference: September 15-18, 2025, Chicago, Illinois
- 2025 National Association for Alcoholism and Drug Abuse Counselors (NAADAC) Annual Conference: October 11-13, 2025, Seattle, Washington

**c. Review and Discussion: LPCA’s and Continuing Education – Dr. Jordan**

**d. Review and Discussion: LPCA’s Not Recommended by Supervisors – Dr. Jordan and Pam Dunkin**

**10. Old Business**

**a. Artificial Intelligence (AI): Dr. Jordan**

**11. Reminder of 2025 Board Meeting Dates**

- April 8, 2025
- July 8, 2025
- October 14, 2025

**12. Public Comments**

**13. Adjournment**