

# MINUTES

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

### WEBEX/TELECONFERENCE BOARD MEETING

Tuesday, February 14, 2023 – 10:00 a.m.

#### **Board Members Present**

Dr. Jennifer C. L. Jordan, Chairperson  
Robert B. Carter, Vice Chair  
Dr. Danny Garnett  
Nikita M. Harrison  
Jeannie James  
Arvilla Ann Kirven  
Charlie Stinson

#### **Absent Member**

None

#### **Staff Members Present**

Holly Beeson, Communications and Governmental Affairs  
Mary League, Advice Counsel  
Pam Dunkin, Administrator  
Sherrie Butterbaugh, Office of Disciplinary Counsel  
Ervin Bond, Office of Investigations  
Catherine Wilder, Office of Investigations  
Tracy Solet, Office of Disciplinary Counsel  
Johnnie Rose  
Shaun Strother

**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 was posted on the Board website and provided to any requesting persons, organizations, or news media in compliance with Section 30-4-80 of the 1976 South Carolina Code, as amended, relating to the Freedom of Information Act. A quorum is noted as *present/not present*. All votes referenced herein were unanimous unless otherwise indicated. The meeting will be held via WebEx/Teleconference.**

*NOTE: These Minutes are a record of the motions and official actions taken by the Board and a brief summary of the meeting.*

#### **Meeting Called to Order**

Dr. Jordan, Chairperson, called the meeting to order at 10:01 a.m.

**Approval of the Agenda**

**MOTION**

On the motion of Mr. Carter, seconded by Ms. James and Dr. Garnett, the board voted unanimously to approve the agenda. The motion passed.

**Approval/Disapproval of Absent Members** - None

**Approval of the Minutes** – October 11, 2022

**MOTION**

On the motion of Ms. James, seconded by Dr. Garnett, the board voted unanimously to approve the October 11, 2022 minutes. The motion passed.

**Chairperson Remarks** – Dr. Jennifer Jordan

Dr. Jordan addressed the board

**S.C. LLR Office of Communications and Governmental Affairs – Legislative Update:** Holly Beeson

Holly Beeson, Communications and Governmental Affairs, addressed the board.

**Administrative Reports**

**Office of Investigations and Enforcement Reports (OIE - Information Only)** – Ervin Bond, Office of Investigations

The board reviewed the Statistical Report as information only.

**Investigative Review Committee (IRC Information)** – Ervin Bond

Ervin Bond, Office of Investigations presented the board with thirteen (13) dismissals, four (4) formal complaints and one letter of caution.

**Dismissals**

**MOTION**

On the motion of Ms. Kiven, seconded by Mr. Carter, the board voted unanimously in favor to accept the IRC recommendations for dismissal of the thirteen (13) cases. The motion passed.

**Formal Complaints**

**MOTION**

On the motion of Ms. James, seconded by Ms. Kirven, the board voted unanimously in favor to accept the IRC recommendations for formal complaints of the four (4) cases. The motion passed.

## **Letters of Caution**

### **MOTION**

On the motion of Dr. Garnett, seconded by Ms. Harrison, the board voted unanimously in favor to approve the IRC recommendations for the one letter of caution. The motion passed.

**Office of Disciplinary Counsel Report (ODC – Information Only)** – Sherrie Bautterbaugh, Disciplinary Counsel

### **Administrator’s Remarks – Pam Dunkin**

Mrs. Dunkin presented the following items as information only.

- Finance Reports
- 2023 New Mileage Rate
- 2023 Statement of Economic Interest Reports
- 2023-2025 Renewals
- CE Broker Report and Audit Requirement

### **Application Hearings**

**a. Brian Bailey:** The purpose of this hearing with to determine if Mr. Bailey should be allowed to proceed in the initial licensure process for licensure as a Licensed Professional Counselor Associate (LPCA) in South Carolina. Mr. Bailey was present and not represented by legal counsel.

**Closed Hearing for Brian Bailey:** This was a closed hearing in accordance with the state and federal confidentiality laws.

### **MOTION**

On the motion of Ms. Kirven, seconded by Ms. James, the board voted unanimously in favor for a Closed Hearing. The motion passed.

### **MOTION**

On the motion of Ms. James, seconded by Dr. Garnett, the board voted unanimously in favor to approve Mr. Bailey to proceed with the application process. The motion passed.

The board returned to public session.

**b. Dr. Anne Rakip:** The purpose of this hearing with to determine if Dr. Rakip should be allowed to proceed in the initial licensure process for licensure as a Licensed Professional Counselor Associate (LPCA) in South Carolina. Dr. Rakip was present and not represented by legal counsel.

### **MOTION**

On the motion of Ms. James, seconded by Dr. Garnett, the board voted unanimously in favor to go into Executive Session for legal advice regarding Dr. Rakip’s application. The motion passed.

### **MOTION**

On the motion of Mr. Stinson, seconded by Dr. Garnett, the board voted unanimously in favor to come out of Executive Session. The motion passed.

**MOTION**

On the motion of Mr. Carter, seconded by Ms. James, the board voted unanimously in favor to conditionally grant Dr. Rakip's application if she can provide additional information satisfactory to the board as reviewed by the Board Chair such as the catalog or detailed course descriptions showing that the lifestyle course content was included in her other coursework. The motion passed.

**c. Brandi Spinks:** The purpose of this hearing with to determine if Ms. Spinks should be allowed to proceed in the initial licensure process for licensure as a Licensed Professional Counselor Associate (LPCA) in South Carolina. Ms. Spinks was present and not represented by legal counsel.

**Closed Hearing for Brandi Spinks (Postponed):** This was a closed hearing in accordance with the state and federal confidentiality laws.

**MOTION**

On the motion of Ms. Kirven, seconded by Ms. James, the board voted unanimously in favor for a Closed Hearing. The motion passed.

**MOTION**

On the motion of Ms. James, seconded by Dr. Garnett, the board voted unanimously in favor to return to open session. The motion passed.

The board returned to public session.

**c. Anthony Suber:** The purpose of this hearing with to determine if Mr. Suber should be allowed to proceed in the initial licensure process for licensure as a Licensed Professional Counselor (LPC) in South Carolina. Mr. Suber was present and not represented by legal counsel.

**MOTION**

On the motion of Mr. Stinson seconded by Ms. James, the board voted unanimously in favor to approve Mr. Suber to proceed with the application process. The motion passed.

**d. Anne Triplett:** The purpose of this hearing with to determine if Ms. Triplett should be allowed to proceed in the initial licensure process for licensure as a Licensed Professional Counselor Associate (LPCA) in South Carolina. Ms. Triplett was present and not represented by legal counsel.

**MOTION**

On the motion of Ms. James, seconded by Dr. Garnett, the board voted unanimously in favor to go into Executive Session for legal advice regarding Ms. Triplett's application. The motion passed.

**MOTION**

On the motion of Mr. Carter, seconded by Mr. Stinson, the board voted unanimously in favor to come out of executive session. The motion passed.

**MOTION**

On the motion of Ms. James seconded by Mr. Carter, the board voted unanimously in favor to deny Ms. Triplett to proceed in the licensure process. The motion passed.

**Disciplinary Hearing - None**

## **New Business**

- a. Review List of New Licensees: 10/4/22 – 2/7/23 – Informational Purposes Only
- b. Number of Active Credentials as of 2/6/23 – Informational Purposes Only
- c. Number of Continuing Education Providers Approved: 10/4/22 – 2/7/23) – Informational Purposes Only
- d. Ratification of New Licenses and Continuing Education Sponsors Vote: 10/4/22 – 2/7/23

## **MOTION**

On the motion of Ms. James, seconded by Ms. Harrison, the board voted unanimously in favor to approve the Ratification of New Licenses and Continuing Education Sponsors. The motion passed.

- e. Application Review Committee: Applications Reviewed: 10/4/22 – 2/7/23 – Informational Purposes Only
- f. Board Member Reports – Conference or Meetings Attended
  - American Association of State Counseling Boards (AASCB) 2023 Conference – February 7, 2023 to February 9, 2023, Le Pavillon, New Orleans – Dr. Danny Garnett

Dr. Garnett addressed the board.

## **EXIGENT CIRCUMSTANCES NECESSARY TO AMEND THE AGENDA**

## **MOTION**

On the motion of Ms. Kirven, seconded by Dr. Garnett, the board voted unanimously in favor to approve a conference being held in March that was not previously communicated to the Board Administrator to be included on the Agenda. In the interest of time, the agenda needed to be amended for the Board to vote. The motion passed.

- g. Upcoming Travel Meetings – Discussion and Vote and Attendees Reminder
  - American Counseling Association (ACA) Conference and Expo – March 30, 2023 to April 2, 2023, Toronto, Ontario – Dr. Danny Garnett will be attending
  - American Association for Marriage and Family Therapy (AAMFT) 2023 Leadership Symposium: March 9-11, 2023, New Orleans, Louisiana
  - South Carolina Clinical Mental Health Counselor Association (SCCMHCA) 2023 Annual Conference: April 20, 2023 (Hybrid) and April 21-22, 2023 in West Columbia, South Carolina
  - The National Board for Certified Counselors (NBCC) – 2023 Counseling Regulatory Boards Annual Summit (CRBS) Meeting: July 26-29, 2023 in Nashville, Tennessee
  - The Association of Marriage and Family Therapy Regulatory Boards (AMFTRB) 37<sup>th</sup> Annual Meeting of State Delegates 2023: September 26-27, 2023 in Salt Lake City, Utah and CLEAR's 2023 Annual Educational Conference September 27-30, 2023 in Salt Lake City, Utah
  - National Association for Alcoholism and Drug Abuse Counselors (NAADAC) 2023 Annual Conference: October 6-11, 2023 in Denver, Colorado

- 2023 American Association for Marriage and Family Therapy (AAMFT) Annual Conference: November 2023 (Location to be Determined)

**MOTION**

On the motion of Ms. James, seconded by Ms. Kirven, the board voted unanimously in favor to approve all travel. The motion passed.

- h.** Draft and Approval of Revisions to Regulation 36-15 - Mary League

**MOTION**

On the motion of Mr. Carter, seconded by Dr. Garnett, the board voted unanimously in favor to approve the Revisions to Regulation 36-15. The motion passed.

- i.** Discussion on Investigative Review Committee (IRC) – Pam Dunkin

Ms. Dunkin addressed the board.

- j.** Review of Parameters for Staff Level Approval of Applicants with Criminal Convictions (February 5, 2019) – Pam Dunkin

**MOTION**

On the motion of Ms. Kirven, seconded by Dr. Garnett, the board voted unanimously in favor to approve the Criminal Background Review Committee to be Dr. Jordan, Mr. Stinson and Mr. Carter. The motion passed.

- k.** Discussion and Vote: 2023 Chair and Vice Chair

Open nominations were held for Dr. Jennifer Jordan and Robert Carter to continue serving as Chair and Vice Chair.

**MOTION**

On the motion of Ms. Kirven, seconded by Dr. Garnett, the board voted unanimously in favor to close the nominations. The motion passed.

**MOTION**

On the motion of Ms. Kirven, seconded by Ms. James, the board voted unanimously in favor to approve Dr. Jordan and Mr. Carter as the Chair and Vice Chair. The motion passed.

**Old Business**

- a.** Update on Reciprocity with North Carolina – Pam Dunkin

Ms. Dunkin addressed the board.

- b.** Update on the Counselors Board Website and Online Applications – Pam Dunkin

Ms. Dunkin addressed the board.

- c.** Update on Center of Credentialing Services (CCE) – Pam Dunkin

**MOTION**

On the motion of Ms. James, seconded by Mr. Carter, the board voted unanimously in favor to discontinue the contract with CCE and to move forward with the webpage changes as discussed. The motion passed.

**d.** Reminder of 2023 Board Meeting Dates – Informational Purposes Only

**Public Comments:** There were no public comments presented.

**Adjournment**

**MOTION**

On the motion of Ms. Kirven moved to adjourn. The motion was seconded by Dr. Garnett. All were in favor and the motion passed. There being no other business, the meeting was adjourned at 2:02 p.m.