

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, October 10, 2023 – 10:04 a.m.

Board Members Present

Dr. Jennifer C. L. Jordan, Chairperson
Robert B. Carter, Vice Chair
Nikita M. Harrison
Jeannie James
Dr. Sandra Manning

Absent Members

Charlie Stinson
Arvilla Ann Kirven

Staff Members Present

Mary League, Advice Counsel
Sherrie Butterbaugh, Office of Disciplinary Counsel
Ervin Bond, Office of Investigations
Renee Dash, Office of Investigations
Ratisha Brisbon, Office of Investigations
Doris Cochran, Office of Investigations
Pam Dunkin, Administrator
Shaun Strother, Program Coordinator

Other

Cortney Glover, Court Reporter
Dr. Danny Garnett
Erich Montfort
Jared Damske

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, South Carolina 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 was 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 10:04 a.m.

Approval of the Agenda

MOTION

On the motion of Mr. Carter, seconded by Ms. Harrison, the board voted unanimously to approve the agenda. The motion passed.

Approval/Disapproval of Absent Members

MOTION

On the motion of Ms. James, seconded by Ms. Harrison, the board voted unanimously to approve absence of Charlie Stinson and Arvilla Kirven. The motion passed.

Approval of the Minutes – July 11, 2023

MOTION

On the motion of Ms. James, seconded by Mr. Carter, the board voted unanimously to approve the July 11, 2023 minutes. The motion passed.

Chairperson Remarks and Introduction of Dr. Sandra C. Manning – Dr. Jordan introduced and welcomed Dr. Sandra Manning to the board. Dr. Jordan also expressed many thanks to Dr. Garnett who is a recent former board member who has also served as Chair during his time on the board.

Administrative Reports

Office of Investigations and Enforcement Reports (OIE - Information Only) – Ervin Bond, Office of Investigations addressed the board.

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 eleven (11) dismissals, three (3) letters of caution and three (3) formal complaints.

Dismissals

MOTION

On the motion of Mr. Carter, seconded by Ms. James, the board voted unanimously in favor to accept the IRC recommendations for dismissal of the eleven (11) cases. The motion passed.

Letters of Caution

MOTION

On the motion of Ms. Harrison and seconded by Ms. James, the board voted unanimously in favor to accept the IRC recommendations for the three (3) letters of caution. The motion passed.

Formal Complaints

MOTION

On the motion of Ms. Harrison and seconded by Ms. James, the board voted unanimously in favor to accept the IRC recommendations for the three (3) formal complaints. The motion passed.

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

Ms. Butterbaugh, presented the “ODC” report as information only.

Administrator’s Reports/Remarks - Pam Dunkin

Mrs. Dunkin presented the following items below as information only.

- Introduction of the Health and Wellness Boards Program Director – Theresa Brown
- Finance Report

Application Hearing

Erich Montfort: The purpose of this hearing was to determine if Erich Montfort could be granted approval to move forward in the licensure process for the Licensed Professional Counselor Associate (LPCA) license. Mr. Montfort appeared before the board and was not represented by legal counsel.

MOTION

On the motion of Ms. James, seconded by Ms. Harrison and Mr. Carter, the board voted to unanimously to go into executive session to receive legal advice in regards to Mr. Montfort’s application. The motion passed.

MOTION

On the motion of Ms. Harrison, seconded by Mr. Carter, the board voted unanimously to come out of executive session and reconvene in public session. The motion passed.

MOTION

On the motion of Ms. James, seconded by Ms. Harrison, the board voted unanimously to approve Erich Montfort to move forward in the application process for LPCA licensure. The motion passed.

Disciplinary Hearing – None

New Business

- a. Review List of New Licensees: 6/26/23 – 9/28/23 (Informational Purposes Only)
- b. Number of Active Credentials as of 9/28/23 (Informational Purposes Only)
- c. Number of Continuing Education Providers Approved: 6/26/23 – 9/28/23 (Informational Purposes Only)
- d. Ratification of New Licenses and Continuing Education Sponsors Vote: 6/26/23 – 9/28/23

MOTION

On the motion of Ms. James, seconded by Mr. Carter, 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: 6/26/23 – 9/28/23 (Informational Purposes Only)

f. Board Member Reports – Conference or Meetings Attended

- The National Board for Certified Counselors (NBCC) – 2023 Counseling Regulatory Boards Annual Summit (CRBS) Meeting: July 26-29, 2023 in Nashville, Tennessee – Dr. Jennifer Jordan

Dr. Jordan addressed the board.

- The Association of Marriage and Family Therapy Regulatory Boards (AMFTRB) 37th 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 – Nikita Harrison

Ms. Harrison addressed the board.

g. Upcoming Travel Meetings – Discussion, Vote and Attendees

- American Association of State Counseling Boards (AASCB) 2024 Conference: January 7-9, 2024, Tucson, Arizona
- American Association for Marriage and Family Therapy (AAMFT) 2024 Leadership Symposium: March 13-16, 2024, Phoenix, Arizona
- American Counseling Association (ACA) Conference and Expo 2024: April 11-13, 2024, New Orleans, Louisiana
- South Carolina Clinical Mental Health Counselor Association (SCCMHCA) 2024 Annual Conference: Dates and Location to Be Determined
- The National Board for Certified Counselors (NBCC) – 2024 Counseling Regulatory Boards Annual Summit (CRBS) Meeting: June 26-29, 2024, San Juan, Puerto Rico
- The Association of Marriage and Family Therapy Regulatory Boards (AMFTRB) 38th Annual Meeting of State Delegates 2024: Dates and Location to Be Determined
- National Association for Alcoholism and Drug Abuse Counselors (NAADAC) 2024 Annual Conference: October 18-23, 2024, Washington, DC
- 2024 American Association for Marriage and Family Therapy (AAMFT) Annual Conference: November 2-5, 2024, Orlando, Florida (Tentative Dates)
- 60th Annual South Carolina Counseling Association (SCCA) Conference: February 21-23, 2024, Myrtle Beach, South Carolina

MOTION

On the motion of Ms. James, seconded by Dr. Manning, the board voted unanimously in favor to approve two (2) staff members and two (2) board members to attend the 2024 travel meetings. The motion passed.

h. Discussion and Vote: 2024 Board Meeting Dates

- February 20, 2024
- April 9, 2024
- July 9, 2024
- October 8, 2024

MOTION

On the motion of Ms. James, seconded by Ms. Harrison, the board voted unanimously to approve the 2024 Board Meeting Dates. The motion passed.

- i. CE Audit and CE Broker Report – Pam Dunkin

MOTION

On the motion of Ms. James, seconded by Ms. Harrison, the board voted unanimously to approve conducting a CE Audit of five (5) percent that will begin January 2024. Prior to the CE Audit a notice will be placed as a “Alert” on the board’s website and a Eblast sent. The motion passed.

Old Business

- a. Update on the Counselors Board Website – Pam Dunkin

Ms. Dunkin addressed the board.

- b. Review and Vote on Reciprocity Agreement with North Carolina – Mary League

MOTION

On the motion of Ms. James, seconded by Mr. Carter, the board voted unanimously to approve the reciprocity agreement with North Carolina. The motion passed.

- c. Discussion on Reciprocity Agreements with Kentucky and Tennessee – Dr. Jennifer Jordan

Dr. Jordan addressed the board.

Lunch (Time of Lunch will be at the discretion of the Board Chair)

Executive Session, *If needed*

Public Comments: There were no public comments presented.

Adjournment

MOTION

On the motion of Mr. Carter, he moved to adjourn. The motion was seconded by Ms. Harrison. All were in favor and the motion passed. There being no other business, the meeting was adjourned at 12:06 p.m.