

# 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, July 9, 2024 – 10:00 a.m.

#### **Board Members Present**

Dr. Jennifer C. L. Jordan, Chairperson  
Robert B. Carter, Vice Chair  
Patrice Felder  
Nikita M. Harrison-Smith  
Arvilla Ann Kirven  
Dr. Sandra Manning  
Dr. Markesha Miller

#### **Absent Member**

Jeannie James

#### **Staff Members Present**

Emily Farr, S.C. Labor Licensing and Regulations Director  
Brittany Hammond, Office of Finance, Accounting/Fiscal  
Virginia Wetzel, Office of Communications and Governmental Affairs  
Mary League, Advice Counsel  
Ervin Bond, Office of Investigations  
Amelia Leeks, Office of Investigations  
Doris Cochran, Office of Investigations  
Sherri Butterbaugh, Office of Disciplinary Counsel  
Theresa Brown, Health and Wellness Boards Program Director  
Shaun Strother, Program Coordinator

#### **Other**

Creel Court Reporter  
Dr. Danny Garnett  
Dr. Shelley McGeorge, SCCMHCA  
Chandler Cox

**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, Kingtree 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. 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 10:07 a.m.

**Approval of the Amended Agenda**

**MOTION**

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

**Approval/Disapproval of Absent Members**

**MOTION**

On the motion of Ms. Kirven, seconded by Mrs. Harrison-Smith, the board voted unanimously to approve absence of Jeannie James. The motion passed.

**Approval of the Minutes** – April 9, 2024

**MOTION**

On the motion of Ms. Kirven, seconded by Mr. Carter, the board voted unanimously to approve the April 9, 2024 minutes. The motion passed.

**Financial Overview of License Fees** – Discussion/Vote – Director Emily Farr and Ms. Brittany Hammond, Accounting/Fiscal Manager

Director, Emily Farr and Brittany Hammond addressed the board.

**MOTION**

On the motion of Ms. Kirven, seconded by Mrs. Harrison-Smith and Dr. Manning, the board voted unanimously in favor of the proposed reduction of licensure fees. The motion passed.

**Chairperson Remarks** – Dr. Jordan addressed the board.

**Administrative Reports**

**Office of Investigations and Enforcement Reports (IRC Report Information)** – Ervin Bond, Office of Investigations presented the board with eighteen (18) dismissals, three (3) formal complaints, and seven (7) letters of caution.

**Dismissals**

**MOTION**

On the motion of Mr. Carter, seconded by Dr. Miller, the board voted unanimously in favor to accept the IRC recommendations for dismissal of the eighteen (18) cases. The motion passed.

**Formal Complaints**

**MOTION**

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

## **Letters of Caution**

### **MOTION**

On the motion of Dr. Miller and seconded by Mrs. Harrison-Smith and Dr. Manning, the board voted unanimously in favor to accept the IRC recommendations for the seven (7) letters of caution. The motion passed.

**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.**

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

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

**Board Executive Reports/Remarks** – Theresa Brown, Health and Wellness Boards Program Director

Ms. Brown addressed the board and presented the following item below as information only.

- Finance Report

### **New Business**

- a. Review List of New Licensees: 3/29/24 – 6/19/24 (Informational Purposes Only)
- b. Number of Active Credentials as of 6/19/24 (Informational Purposes Only)
- c. Number of Continuing Education Providers Approved: 3/29/24 – 6/19/24 (Informational Purposes Only)
- d. Ratification of New Continuing Education Sponsors Vote: 3/29/24 – 6/19/24

### **MOTION**

On the motion of Ms. Kirven, seconded by Dr. Miller, the board voted unanimously in favor of the ratification of new continuing education sponsors. The motion passed.

- e. Application Review Committee: Applications Reviewed: 3/29/24 – 6/19/24 (Informational Purposes Only)
- f. Board Member Reports – Conference or Meetings Attended
  - South Carolina Association of School Psychologists (SCASP) Spring Conference: March 21-22, 2024 – Dr. Sandra Manning  
  
Dr. Manning addressed the board.
  - American Counseling Association (ACA) Conference and Expo 2024: April 11-13, 2024, New Orleans, Louisiana - Dr. Jennifer Jordan  
  
Dr. Jordan addressed the board.

- American Mental Health Counselors Association Annual Conference (AMHCA): June 10-12, 2024, Charlotte, NC – Ms. Patrice Felder

Ms. Felder addressed the board.

- The National Board for Certified Counselors (NBCC) – 2024 Counseling Regulatory Boards Annual Summit (CRBS) Meeting: June 26-29, 2024, San Juan, Puerto Rico - Dr. Jennifer Jordan, Mr. Bob Carter, and Dr. Markesha Miller

Dr. Jordan, Mr. Carter and Dr. Miller addressed the board.

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

- American Association for Marriage Family Therapy (AAMFT) 2024 Systemic Family Therapy Conference, September 30, 2024, Lake Buena Vista, Florida

**MOTION**

On the motion of Mrs. Harrison-Smith, seconded by Dr. Miller, the board voted unanimously in favor to approve two (2) board members and two (2) staff members to attend the AAMFT 2024 Systemic Family Therapy Conference being held November 4-7, 2024, Lake Buena Vista Florida. Mrs. Nikita Harrison-Smith, Mr. Robert “Bob” Carter and Tamera Nichols, Office of Investigations will attend. The motion passed.

- South Carolina Association of School Psychologists (SCASP) Fall Conference: October 16-18, 2024, Columbia, South Carolina

**MOTION**

On the motion of Ms. Kirven, seconded by Dr. Miller, the board voted unanimously in favor to approve two (2) board members and one staff member to attend the SCASP Fall Conference. Dr. Jennifer Jordan, Dr. Sandra Manning and Mrs. Pam Dunkin, Board Executive will attend. The motion passed.

- South Carolina Clinical Mental Health Counselors Association (SCCMHCA) Annual Meeting, November 15, 2024, Columbia, South Carolina

**MOTION**

On the motion of Ms. Kirven, seconded by Dr. Miller, the board voted unanimously in favor to approve two (2) board members and one staff member to attend the SCCMHCA Annual Meeting. Dr. Jennifer Jordan, Dr. Markesha Miller, and Mrs. Pam Dunkin, Board Executive will attend. The motion passed.

After discussion the board will add the 2024 Southern Association for Counselor Education and Supervision (SACES) Conference being held in Dallas Texas, November 7-9, 2024 to the next upcoming board meeting Agenda for a vote with attendees.

**h. Discussion and Vote: Counseling Compact Commission Delegate**

**MOTION**

On the motion of Mr. Carter, seconded by Mrs. Harrison-Smith, the board voted unanimously in favor to approve Dr. Jennifer Jordan to serve as Counseling Compact Commission Delegate and Dr. Markesha Miller as Alternate Counseling Compact Commission Delegate. The motion passed.

- i. Discussion and Vote: Presentation at the South Carolina Clinical Mental Health Counselors Association (SCCMHCA) Annual Meeting, November 15, 2024, Columbia, South Carolina to provide information on the new Counseling Compact, telehealth requirements, and any other updates regarding counselors on behalf of the Board.

A vote on attendees was made under “Upcoming Travel” and the following will attend the SCCMHCA: Dr. Jennifer Jordan, Dr. Markesha Miller, and Pam Dunkin, Board Executive.

- j. Discussion: Artificial Intelligence

Dr. Jordan addressed the board and a brief discussion was had on artificial intelligence.

- k. Discussion: Counseling via Text Messages

Dr. Jordan addressed the board and a brief discussion was had on counseling via text messages.

### **Old Business**

- a. Regulation Task Force Update – Mary League

Mary League, Advice Counsel addressed the board. After board discussion a “Regulation Task Force Committee” with the following volunteers was created: Dr. Jordan, Dr. Miller, Mrs. Harrison-Smith, and Mary League, Advice Counsel. The board will ratify the committee at the next scheduled board meeting.

**Executive Session, *If needed*:** Executive session not needed.

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

### **Adjournment**

#### **MOTION**

On the motion of Mrs. Harrison-Smith, she moved to adjourn. The motion was seconded by Mr. Carter. All were in favor and the motion passed. There being no other business, the meeting was adjourned  
At 11:45 a.m.