

MINUTES

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

SPECIAL CALLED MEETING

Monday, September 16, 2024 – 10:00 a.m.
Synergy Business Park – Kingstree Building
Upstate Conference Room
110 Centerview Drive, Columbia, SC 29210

Board Members Present

Dr. Jennifer C. L. Jordan, Chairperson
Patrice Felder
Arvilla Ann Kirven
Dr. Sandra Manning
Dr. Markesha Miller

Absent Member

Robert B. Carter, Vice Chair
Jeannie James
Nikita M. Smith

Staff Members Present

Mary League, Advice Counsel
Sherrie Butterbaugh, Office of Disciplinary Counsel
Roxane Tran, Office of Disciplinary Counsel
Renee Dash, Office of Disciplinary Counsel
Pam Dunkin, Board Executive
Shaun Strother, Program Coordinator

Other

Katherine Boone, Creel Court Reporter

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. All votes referenced herein were unanimous unless otherwise indicated.

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 10:03 a.m.

Approval of the Agenda

MOTION

On the motion of Ms. Kirven, seconded by Dr. Miller, the board voted unanimously to approve the agenda. The motion passed.

Approval/Disapproval of Absent Members

MOTION

On the motion of Ms. Felder, seconded by Ms. Kirven, the board voted unanimously to approve the absences of Robert B. Carter, Jeannie James, and Nikita M. Smith. A quorum is noted by Dr. Jordan. The motion passed.

Review and Vote on Proposed Regulations

MOTION

On the motion of Ms. Kirven, seconded by Dr. Miller, the board voted unanimously to approve the proposed regulation changes granting Dr. Jordan, Board Chair to approve any scribbler changes. The motion passed.

Disciplinary Hearings - All Closed Sessions

MOTION

On the motion of Dr. Miller, seconded by Ms. Felder, the board voted unanimously to go into closed session due to the state and federal confidentiality laws for Memorandum of Agreement 2023-30 and Stipulation of Facts hearings #2022-46 and #2022-89. The motion passed.

- a. **Closed Hearing for Memorandum of Agreement #2023-30:** This was a closed hearing in accordance with the state and federal confidentiality laws.

MOTION

On the motion of Ms. Kirven, seconded by Dr. Miller, the board voted unanimously in favor to go into Executive Session for legal advice regarding, MOA 2023-30. The motion passed.

EXECUTIVE SESSION: No votes were taken during executive session.

MOTION

On the motion of Dr. Miller, seconded by Ms. Felder, the board voted unanimously in favor to come out of Executive Session. The motion passed.

MOTION

On the motion of Dr. Miller, seconded by Ms. Felder, the board voted unanimously to accept the MOA 2023-30. The motion passed.

- b. **Closed Hearing for the Stipulation of Facts #2022-46:** This was a closed hearing in accordance with the state and federal confidentiality laws/

MOTION

On the motion of Ms. Kirven, seconded by Ms. Felder, the board voted unanimously in favor to go into Executive Session for legal advice regarding, disciplinary hearing #2022-46. The motion passed.

EXECUTIVE SESSION: No votes were taken during executive session.

MOTION

On the motion of Dr. Miller, seconded by Ms. Felder, the board voted unanimously in favor to come out of Executive Session. The motion passed.

MOTION

On the motion of Ms. Kirven, seconded by Dr. Manning, the board voted unanimously to have Advice Counsel read the motion on the behalf of the board. Disciplinary hearing #2022-46 was accepted. The motion passed.

- c. **Closed Hearing – Stipulation of Facts #2022-89:** This was a closed hearing in accordance with the state and federal confidentiality laws.

MOTION

On the motion of Ms. Kirven, seconded by Ms. Felder, the board voted unanimously in favor to go into Executive Session for legal advice regarding, disciplinary hearing #2022-89. The motion passed.

EXECUTIVE SESSION: No votes were taken during executive session.

MOTION

On the motion of Ms. Kirven, seconded by Dr. Manning, the board voted unanimously in favor to come out of Executive Session. The motion passed.

MOTION

On the motion of Dr. Miller, seconded by Ms. Felder, the board voted unanimously to have Advice Counsel read the motion on the behalf of the board. Disciplinary hearing #2022-89 was accepted. The motion passed.

MOTION

On the motion of Ms. Kirven, seconded by Dr. Miller, the board voted unanimously to come out of closed session and return to public session. The motion passed.

Lunch: No lunch was needed.

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

Adjournment

On the motion of Dr. Miller, seconded by Ms. Felder the meeting was moved to adjourn. There being no other business, the meeting ended at 1:40 p.m.