

MINUTES

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

April 8, 2025 – 10:00 a.m.

Synergy Business Park – Kingstree Building

Midlands Conference Room

110 Centerview Drive, Columbia, SC 29210

Board Members Present

Dr. Jennifer C. L. Jordan, Chairperson

Dr. Markesha Miller, Vice-Chair

Robert B. Carter

Patrice Felder

Arvilla Ann Kirven

Dr. Sandra Manning

Dr. James W. Pruett

Nikita M. Smith

Absent Members - None

Staff Members Present

Mary League, Advice Counsel

Sherrie Butterbaugh, Office of Disciplinary Counsel

Sam Sanders, Office of Investigations

April Howe, Office of Investigations

Renee Dash, Office of Investigations

Stephen Hoage, Office of Investigations

Jon Rayle, Office of Investigations

Pam Dunkin, Board Executive

Shaun Strother, Program Coordinator

Elizabeth Toohey, Administrative Assistant

Other

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 10:00 a.m.

Approval of the Agenda

MOTION

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

Approval/Disapproval of Absent Members - None

Approval of the Minutes – February 18, 2025

MOTION

On the motion of Mrs. Kirven, seconded by Dr. Pruett, the board voted to approve the February 18, 2025 minutes with corrections noted. The motion passed.

Chairperson Remarks

Dr. Jordan addressed the board.

Application Hearing

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

MOTION

On the motion of Mrs. Kirven, seconded by Dr. Pruett, the board voted unanimously to go into executive session to receive legal advice in regards to Rachel Eichhorn's application. The motion passed.

MOTION

On the motion of Dr. Pruett, 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 Mrs. Kirven, seconded by Dr. Miller, the motion was read by Advice Counsel as follows: Rachel Eichhorn has met the education requirements based on the information provided. Ms. Eichhorn's application is approved to move forward in the application process for Licensed Professional Counselor Associate (LPCA).

Disciplinary Hearing – [Closed]

Case#: 2023-43 - This is a closed hearing in compliance with the State and Board's confidentiality laws. Respondent appeared before the Board to determine disciplinary action.

MOTION

On the motion of Mrs. Kirven, seconded by Dr. Miller, the motion was as follows: Respondent is in violation of Regs. 36-22(A)(13) and 36-22(C)(11) with sanctions of a public reprimand, and a total civil penalty of \$2,000. The motion passed.

MOTION

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

Administrative Reports

Office of Investigations and Enforcement Reports (OIE - Information Only)

April Howe, Office of Investigations addressed the board.

The board reviewed the Statistical Report as information only.

Investigative Review Committee (IRC Information)

April Howe, Office of Investigations presented the board with twelve (12) dismissals, two (2) formal complaints and one (1) letter of caution.

MOTION

On the motion of Mrs. Kirven, seconded by Dr. Pruett, the board voted unanimously in favor to accept the IRC recommendations for the twelve (12) dismissals, two (2) formal complaints and one (1) letter of caution. The motion passed.

Office of Disciplinary Counsel Report (ODC – Information Only)

Sherrie Butterbaugh, Office of Disciplinary Counsel presented the “ODC” report as information only.

Board Executive Reports/Remarks - Pam Dunkin

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

- Finance Report
- CE Broker Report
- Review List of New Licensees: 2/11/2025 – 3/26/2025
- Number of Active Credentials as of 3/26/2025
- Number of Continuing Education Providers Approved: 2/11/2025 – 3/26/2025
- Ratification of New Continuing Education Sponsors Vote: 2/11/2025 – 3/26/2025
- Application Review Committee: Applications Reviewed: 2/11/2025 – 3/26/2025

MOTION

On the motion of Mr. Carter, and seconded by Dr. Miller, the board voted unanimously in favor to ratify the New Continuing Education Sponsors. The motion passed.

New Business

a. Board Member Reports – Conference or Meetings Attended

- National Association of School Psychologists (NASP):

Dr. Manning addressed the Board.

- 61st Annual South Carolina Counseling Association (SCCA) Annual: Conference 2025

Dr. Pruett and Dr. Jordan addressed the Board.

- 2025 South Carolina Association of School Psychologists (SCASP) Spring Conference:

Dr. Manning addressed the Board.

- American Association for Marriage and Family Therapy (AAMFT) 2025 Leadership Symposium:

Mrs. Smith addressed the Board.

MOTION

On the motion of Mrs. Kirven, seconded by Dr. Pruett and Ms. Felder, the board voted unanimously in favor to amend the “Agenda”, due to extenuating circumstances and time. The motion passed.

MOTION

On the motion of Mrs. Kirven, seconded by Ms. Felder, the board voted unanimously in favor to approve two (2) Board members and one (1) staff member to attend the 2025 SCAMFT Conference. The motion passed.

b. Discussion and Vote: Expert Reviewers

Dr. Jordan addressed the Board and this Agenda item topic will be tabled until the next upcoming Board Meeting scheduled. Any potential expert reviewers will need a resume submitted to Board Executive, Pam Dunkin.

Reminder of 2025 Board Meeting Dates

- July 8, 2025
- October 14, 2025

The board reviewed the 2025 Board Meeting Dates as a reminder.

Public Comments: There were no public comments presented.

Adjournment

MOTION

Dr. Miller moved to adjourn, seconded by Mrs. Smith. All were in favor. There being no other business, the meeting was adjourned at 1:15 p.m.