

# MINUTES

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

**May 5, 2026 – 10:00 a.m.**  
**Synergy Business Park – Kingstree Building**  
**Midlands Conference Room**  
**110 Centerview Drive, Columbia, SC 29210**

### **Board Members Present**

Dr. Markesha Miller, Vice-President  
Kelly Bollinger  
Patrice Felder  
Dr. James W. Pruett  
Nikita M. Smith

### **Absent Members**

Dr. Jennifer C. L. Jordan, President  
Arvilla Ann Kirven  
Dr. Sandra Manning

### **Staff Members Present**

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

### **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. Miller, Vice-President, called the meeting to order at 10:00 a.m.

### **Approval of the Agenda**

### **MOTION**

Ms. Felder made a motion to approve the amended agenda. The motion was seconded by Dr. Pruett and the motion passed.

## **Approval/Disapproval of Absent Members**

### **MOTION**

Ms. Bollinger made a motion to approve the absences of Dr. Jennifer Jordan, Arvilla Ann Kirven, and Dr. Sandra Manning. The motion was seconded by Ms. Smith and the motion passed.

### **Approval of Minutes:** February 10, 2026

### **MOTION**

Dr. Pruett made a motion to approve the February 10, 2026 minutes. The motion was seconded by Ms. Felder and the motion passed.

### **Vice-President Remarks: Dr. Jennifer Jordan**

Dr. Miller addressed the board to announced that she and Dr. Jordan are currently developing a upcoming newsletter.

### **Disciplinary Hearing – (Closed)**

### **NOH-MOA: Case# 2024-2**

The board reconvened in public session and no votes were taken in open session. The motion and second was not captured.

### **Administrative Reports**

**Office of Investigations and Enforcement (OIE Report – Information Only)** – Yarikza Alexander, presented the OIE and statistical report as information only to the board.

**Investigative Review Conference (IRC Report – Information Only)** – Yarikza Alexander, Office of Investigations presented the board with twelve (12) case dismissals, eight (8) formal complaints, and seven (7) letters of caution.

### **The motion and second was not captured for the following cases:**

- Dismissals: 2025-60, 2025-78, 2025-85, 2025-86, 2025-89, 2025-92, 2025-107, 2025-115, 2025-130, 2025-131, 2025-162 and 2025-163
- Formal Complaints: 2025-65, 2025-68m 2025-106, 2025-124, 2025-127, 2025-168, 2025-173, and 2026-4
- Letter of Caution: 2025-56, 2025-79m 2025-101, 2025-108, 2025-117, 2025-120 and 2025-164

**Office of Disciplinary Counsel (ODC Report – Information Only)** – Sherrie Butterbaugh, presented the “ODC” report as information only to the board.

Ms. Butterbaugh provided the board with the following status report: 24 open cases, 8 pending hearings and agreements, 0 pending closure, 0 closed and 0 appeals.

### **Board Executive Reports/Remarks – Pam Dunkin**

Mrs. Dunkin presented the below as information only.

- Board Member Re-Appointment Process

Ms. Dunkin expressed that any board members with upcoming term expirations, who are interested in being reappointed must contact the S.C. Governor's office if interested in being reappointed.

- Finance Report
- CE Broker Report
- Review List of New Licensees: 1/16/2026–4/22/2026
- Number of Active Credentials as of 4/22/2026
- Number of Continuing Education Providers Approved: 1/16/2026–4/22/2026
- Ratification of New Continuing Education Sponsors Vote: 1/16/2026–4/22/2026 (Information Only)

**The motion and second was not captured for the ratification.**

- Application Review Committee: Applications Reviewed: 1/16/2026–4/22/2026

### **New Business**

#### **a. Board Member Reports – Conference or Meetings Attended**

- 62<sup>nd</sup> Annual South Carolina Counseling Association (SCCA) Annual Conference 2026: Myrtle Beach, South Carolina, February 18-20, 2026 – Dr. James Pruett & Patrice Felder
- American Association of State Counseling Boards (AASCB) 2026 Conference: Orlando, Florida, February 22-24, 2026 – Dr. Jennifer Jordan, Dr. Markesha Miller & Nikita Smith
- 2026 National Association of School Psychologists (NASP): Chicago, Illinois, February 24-27, 2026 – Dr. Sandra Manning

Dr. Manning was absent and did not address the board.

- 2026 American College Counseling Association (ACCA) Annual Conference: Myrtle Beach, South Carolina, March 5-8, 2026 – Kelly Bollinger
- 2026 South Carolina Association of School Psychologists (SCASP) Spring Conference: Columbia, South Carolina, March 12-13, 2026 – Dr. Sandra Manning

Dr. Manning was absent and did not address the board.

#### **b. Upcoming Travel Meetings – Discussion, Vote and Attendees**

- 2026 FARB (Federation of Associations of Regulatory Boards) Summit on Regulatory Excellence: Minneapolis, MN, July 23-25, 2026

##### **Motion**

Patrice Felder approved Dr. Markesha Miller and Mrs. Theresa Brown to attend the 2026 FARB (Federation of Associations of Regulatory Boards) Summit on Regulatory Excellence Conference. The motion was seconded by Kelly Bollinger and it passed.

- Empower 2026: The NAADAC Annual Conference: Kansas City, Missouri, August 29-31, 2026

##### **Motion**

Patrice Felder approved Ann Kirven and Kelly Bollinger to attend the Empower 2026 NAADAC Annual Conference. The motion was seconded by Kelly Bollinger and it passed.

- The Association of Marriage and Family Therapy Regulatory Boards (AMFTRB) 40<sup>th</sup> Annual Meeting of State Delegates 2026 and Clear's Annual Education Conference: 40<sup>th</sup> Annual Conference: Portland, Oregon, September 14-17, 2026

#### **Motion**

Patrice Felder approved Nikita Smith to attend the Association of Marriage and Family Therapy Regulatory Boards (AMFTRB) 40<sup>th</sup> Annual Meeting of State Delegates 2026 and Clear's Annual Education Conference. The motion was seconded by Kelly Bollinger and it passed.

**Citing exigent circumstances, a motion to amend the agenda to approve Nikita Smith's attendance at the 2026 SCAAMFT Conference June 5 – 6, 2026.**

- The motion to amend the agenda passed unanimously. The Board made a motion to approve Ms. Smith's attendance.

#### **c. Electronic Licenses – Discussion & Vote – Pam Dunkin**

The board discussed and gave the approval to proceed with the new process for electronic licenses. This will replace licensees being issued paper pocket card and wall certificates.

**The motion and second was not captured for the approval of electronic licenses.**

#### **Old Business**

##### **a. Compact Commission Update: Pam Dunkin**

Ms. Dunkin provided the board with a update on the compact commission. She informed the board that "LLR" and the "Compact Connect" are currently working on the data sharing agreeing.

Ms. League, Advice Council was able to share more information with the board due to being directly involved in the process then the discussed exuded.

**Lunch (Time of Lunch will be the discretion of the Board Chair)** – No lunch taken.

**Public Comments:** None

#### **Adjournment**

There being no further board business, the meeting adjourned at 12:00 pm.