



Jeremiah W. (Jay) Nixon
Governor
State of Missouri

Jane A. Rackers, Division Director
DIVISION OF PROFESSIONAL REGISTRATION

Department of Insurance
Financial Institutions
and Professional Registration
John M. Huff, Director

COMMITTEE FOR PROFESSIONAL COUNSELORS
3605 Missouri Boulevard
P.O. Box 1335
Jefferson City, MO 65102-1335
Telephone: 573/751-0018
Fax: 573/751-0735
800-735-2966 TTY Relay Missouri
800-735-2466 Voice Relay Missouri
profcounselor@pr.mo.gov

Loree V. Kessler
Executive Director

**TENTATIVE OPEN SESSION AGENDA
Missouri Committee for Professional Counselors
July 26, 2011 – 7:30 a.m.
Division of Professional Registration
3605 Missouri Boulevard - Jefferson City, Missouri
Telephone Conference Call
Toll Free 866-903-1314
Pin Number 35666479#**

Notification of special needs as addressed by the Americans with Disabilities Act should be forwarded to the Missouri Committee for Professional Counselors, P.O. Box 1335, 3605 Missouri Boulevard, Jefferson City, Missouri 65102 or by calling (573) 751-0018 to ensure available accommodations. The text telephone for the Deaf or Hard of Hearing is 800/735-2966 or 800/735-2466 for Voice Relay Missouri.

Except to the extent disclosure is otherwise required by law, the Missouri Committee for Professional Counselors is authorized to close meetings, records and votes, to the extent they relate to the following: Chapter 610.021 subsections (1), (3), (5), (7), (13), (14), and Chapter 324.001.8 and 324.001.9 RSMo.

The Committee may convene in closed session at any time during the meeting. If the meeting is closed, the appropriate section will be announced to the public, with the motion and vote recorded in open session minutes.

Please see attached agenda for this meeting.

Attachment

TENTATIVE OPEN SESSION AGENDA
Missouri Committee for Professional Counselors
June 21, 2011 – 7:30 a.m.
Division of Professional Registration
3605 Missouri Boulevard - Jefferson City, Missouri
Telephone Conference Call
Toll Free 866-903-1314
Pin Number 3566479#

- 1 Call to Order Dr. Verl Pope, Chairperson
- 2 Roll Call Ms Margaret Pigg, Secretary
- 3 Approval of Open Session Agenda
- 4 On Line Face-to-Face Sessions
- 5 Self Study Plan for Supervision Education

Convene in closed session pursuant to motions to close section 610.021 subsection (14) and 324.001.8 and 324.001.9 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the licensee or applicant section 610.021 subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under the subsection 610.021 RSMo which authorizes this agency to go into closed session during those meetings.

Adjournment

Becker, Sarah

From: Arthaud, Tamara J [TamaraArthaud@MissouriState.edu]
Sent: Tuesday, June 14, 2011 9:46 AM
To: Kessler, Loree
Cc: Becker, Sarah; Hulgus, Joseph F; Dowdy, Marcia B; Cornelius-White, Jeffrey H; Perryman, Kristi L; Blisard, Paul D; Anderson, Angela L
Subject: RE: Question about online face-to-face sessions

Thank you for your assistance. I have included our Counseling faculty members in this response so they are aware that you will be assisting us in determining what will and will not work for licensure purposes.

Sincerely,

Tamara Arthaud, Ph.D.
CLSE Department Head
Missouri State University
417-836-6951

From: Kessler, Loree [lore.e.kessler@pr.mo.gov]
Sent: Tuesday, June 14, 2011 7:36 AM
To: Arthaud, Tamara J
Cc: Becker, Sarah
Subject: RE: Question about online face-to-face sessions

This will be placed on July conf call agenda of the committee.

From: Arthaud, Tamara J [mailto:TamaraArthaud@MissouriState.edu]
Sent: Monday, June 13, 2011 4:49 PM
To: Kessler, Loree
Subject: Question about online face-to-face sessions

Loree –

I am the Department Head of Counseling, Leadership, and Special Education at Missouri State University. The Counseling Program is housed within the CLSE department. As we seek to become more "accessible" to students while maintaining quality of programs, we are attempting to develop some online or "hybrid" formatted courses in the Counseling Program. However, we want to stay within the guidelines of licensure. As I read the educational requirements posted by the board, it states: ***After June 30, 2005 - Language added regarding non-interactive electronic communication will not be acceptable unless the transmission via satellite is simultaneously interactive visually and verbally with the course instructor during the transmission of the course.***

As we develop more innovative coursework, we have two questions:

- 1) **Will synchronous face-to-face class sessions held via online technology be acceptable?** Through our current technology, we can operate in a manner that is similar to Interactive Television via satellite, but do it via online transmission using technology such as Adobe Connect. Will this be acceptable?

- 2) Secondly, we understand that "hybrid" or ½ online with ½ face-to-face courses are acceptable. **If we are using the online face-to-face sessions with Adobe Connect, is it acceptable to set up the format in this manner: ½ online information and activities + ½ face-to-face online Adobe Connect sessions (simultaneously interactive visually & verbally with course instructor and other classmates)?**

We need guidance from the Licensure Board as we work with our university to become innovative, but retain quality and licensure requirements. We greatly appreciate your assistance in helping us resolve these questions.

Thank you.

Dr. Tamara J. Arthaud

Department Head of Counseling, Leadership, & Special Education
Associate Professor of Special Education
Missouri State University
901 South National
Springfield, MO 65897
Office: PCOB 117
Phone: 417-836-6951
E-Mail: TamaraArthaud@missouristate.edu

Becker, Sarah

From: Kessler, Loree
Sent: Tuesday, June 14, 2011 7:36 AM
To: 'Arthaud, Tamara J'
Cc: Becker, Sarah
Subject: RE: Question about online face-to-face sessions
This will be placed on July conf call agenda of the committee.

From: Arthaud, Tamara J [mailto:TamaraArthaud@MissouriState.edu]
Sent: Monday, June 13, 2011 4:49 PM
To: Kessler, Loree
Subject: Question about online face-to-face sessions

Loree –

I am the Department Head of Counseling, Leadership, and Special Education at Missouri State University. The Counseling Program is housed within the CLSE department. As we seek to become more "accessible" to students while maintaining quality of programs, we are attempting to develop some online or "hybrid" formatted courses in the Counseling Program. However, we want to stay within the guidelines of licensure. As I read the educational requirements posted by the board, it states: ***After June 30, 2005 - Language added regarding non-interactive electronic communication will not be acceptable unless the transmission via satellite is simultaneously interactive visually and verbally with the course instructor during the transmission of the course.***

As we develop more innovative coursework, we have two questions:

- 1) **Will synchronous face-to-face class sessions held via online technology be acceptable?** Through our current technology, we can operate in a manner that is similar to Interactive Television via satellite, but do it via online transmission using technology such as Adobe Connect. Will this be acceptable?
- 2) Secondly, we understand that "hybrid" or ½ online with ½ face-to-face courses are acceptable. **If we are using the online face-to-face sessions with Adobe Connect, is it acceptable to set up the format in this manner: ½ online information and activities + ½ face-to-face online Adobe Connect sessions (simultaneously interactive visually & verbally with course instructor and other classmates)?**

We need guidance from the Licensure Board as we work with our university to become innovative, but retain quality and licensure requirements. We greatly appreciate your assistance in helping us resolve these questions.

Thank you.

Dr. Tamara J. Arthaud

Department Head of Counseling, Leadership, & Special Education
Associate Professor of Special Education
Missouri State University
901 South National
Springfield, MO 65897
Office: PCOB 117
Phone: 417-836-6951
E-Mail: TamaraArthaud@missouristate.edu

Becker, Sarah

From: Kessler, Loree
Sent: Tuesday, July 12, 2011 4:43 PM
To: Becker, Sarah
Subject: FW: Licensure supervision

Attachments: plan for supervision education.doc

Open agenda credentials subcommittee.

From: Koch, Beth
Sent: Tuesday, July 12, 2011 4:16 PM
To: Kessler, Loree
Cc: Cahill, Patricia
Subject: RE: Licensure supervision

Ms. Kessler,

Please find my self-study plan for supervision education attached. Thank you for all of



plan for supervision
education...

your help in the matter.

Beth Koch, LPC

Moberly Correctional Center
660-263-3778 ext 3474

The wise man in a storm prays to God, not for safety from danger, but deliverance from fear.

~Ralph Waldo Emerson

From: Kessler, Loree
Sent: Thursday, July 07, 2011 12:03 PM
To: Koch, Beth
Subject: RE: Licensure supervision

You need to assemble a "plan" of self study and observation of supervision and submit it to the committee.

From: Koch, Beth
Sent: Thursday, July 07, 2011 11:26 AM
To: Kessler, Loree

Subject: RE: Licensure supervision

So reading one of these books and meeting with my current supervisor to get tips would be sufficient?

What form do I need to fill out in order to do this?

Beth Koch, LPC

Moberly Correctional Center
660-263-3778 ext 3474

The wise man in a storm prays to God, not for safety from danger, but deliverance from fear.

~Ralph Waldo Emerson

From: Kessler, Loree
Sent: Thursday, July 07, 2011 11:11 AM
To: Koch, Beth
Subject: RE: Licensure supervision

Dr Jane Campbell has two books, Essentials of Clinical Supervision and Becoming an Effective Supervisor. The textbook, Fundamentals of Clinical Supervision by Bernard and Goodyear is used in many graduate courses.

From: Koch, Beth
Sent: Thursday, July 07, 2011 10:21 AM
To: Kessler, Loree
Subject: RE: Licensure supervision

Can you give me an example of self study for supervision?

Also how long does it take to get an approval on self-study for supervision?

Beth Koch, LPC

Moberly Correctional Center
660-263-3778 ext 3474

The wise man in a storm prays to God, not for safety from danger, but deliverance

from fear.

~Ralph Waldo Emerson

From: Kessler, Loree
Sent: Wednesday, July 06, 2011 9:05 AM
To: Koch, Beth
Subject: RE: Licensure supervision

The supervision seminars you have listed would be acceptable for training. At this time MMHCA is the only state organization coordinating this type of seminar, to my knowledge.

If a person assembles a course of self study on supervision and submits it to the committee, that is another way of gaining education on supervision. Some universities have graduate courses on supervision, another avenue. Supervising interns or students in a counseling practicum is another way to gain experience and general employee oversight that involves supervising a person's work and evaluating that work is yet another.

From: Koch, Beth
Sent: Wednesday, July 06, 2011 9:02 AM
To: Kessler, Loree
Subject: Licensure supervision

Hello. Yesterday I called to get some information about supervising a PLPC who has a good possibility of coming to my work site. From that conversation, I gathered that although I have my license and have 2 years experience in the field, I am still NOT qualified to supervise her due to not having any past experience supervising. I was told that in order to rectify that, I could take a class off of the mmhca.com website on supervision. As you can see below the classes have come and went. This lady would be starting work in 30 days and I am desperate to try to make it a smooth transition for her. My questions are this.

- 1). Am I correct in the understanding of the conversation yesterday?*
- 2). Are there any other organizations that offer this supervision class beside mmhca?*

MMHCA Continuing Education Offerings

Current Topics in the Supervision of Counselors

The current series of workshops listed below are now completed. We will notify you in this space when we schedule our next round of workshops on this topic (probably late fall and next winter).

**Sat. March 12 - Ozark/Springfield, Touchstone Counseling
&&&**

Supervision Workshop Brochure Springfield

**Fri. April 15 - St. Louis, Maryville University
&&&**

Supervision Workshop Brochure St. Louis

**Sat. April 16 - Kansas City, Avila University
&&&**

Supervision Workshop Brochure Kansas City

(6.5 CE credits through NBCC)

Dr. Verl Pope, Professor at Southeast MO State University and a member of the MO Committee for Professional Counselors will be presenting a series of workshops on Supervision of LPCs sponsored by MMHCA. The workshops are designed for beginning to intermediate supervisors to sharpen their skills and will be valuable continuing education for all supervisors. Supervisors of Counselors in Training or Provisionally Licensed Professional Counselors are required to show evidence of training in supervision (20CSR 2095-2021). This workshop is designed to meet that requirement.

To cancel your registration to this event click below. Cancellation are subject to a \$20 service fee and must be sent at least 72 hours prior to the the event.

Beth Koch, LPC

Moberly Correctional Center
660-263-3778 ext 3474

The wise man in a storm prays to God, not for safety from danger, but deliverance from fear.

~Ralph Waldo Emerson

Plan for Supervision Education

for Beth Koch, LPC #2007012738

In lieu of the mmhca.com course on supervision, please accept the following document as my self-study plan for supervision development.

I will take an online course with my current supervisor offered through our employer during the months of July and August 2011. The course is called the Management Development Training Plan and will take approximately 12-15 hours to complete. The overall course consists of different core areas including:

- First time Manager: Understanding the Manager's role
- First time Manager: Challenges
- Business Ethics for Managers
- Directing Others
- Managing a Diverse Team
- Caring about your Employees

In addition to taking this course with my supervisor, I will also spend at least 3 hours consulting with her on issues regarding supervision of a counselor in the prison setting.

I ask that you accept my plan. Please contact me with any questions at 660-263-3778 ext 3474 or at beth.koch@doc.mo.gov. Thank you for your time.

Beth Koch, LPC
Moberly Correctional Center

OPEN SESSION MINUTES
Missouri Committee for Professional Counselors
July 26, 2011 – 7:30 a.m.
Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

The Committee for Professional Counselors was called to order by Dr. Verl Pope, Chairperson, at 7:32 a.m. at the Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri. Margo Pigg, secretary facilitated roll call.

Committee Members Present

Dr. Verl Pope Chairperson
Margo Pigg, Secretary
Dr. Gene Dexter, Public Member
Dr. Mark Comensky
Craig Miner

Committee Member Absent

Greg Roeback (Advised committee in advance that he had a schedule conflict)

Staff Present

Loree Kessler, Executive Director
Jeanette Wilde, Executive I
Sarah Becker, Licensure Technician II

Dr. Pope stated he would be voting in open session. No closed session was scheduled for this conference call.

A motion was made by Dr. Comensky and seconded by Ms. Pigg to approve the open session agenda. Committee members voting aye: Dr. Comensky, Dr. Dexter, Dr. Pope, Mr. Miner, and Ms. Pigg. Motion carried unanimously.

Online Course Delivery

The executive director was instructed by the committee to send a letter to the school explaining that at this point the regulation does not define acceptable content of a hybrid course. The regulation requires a course to be visually and verbally interactive throughout. The one half online and one half in class make up of a “hybrid” course was discussed during the counselor educators’ round table in April and the matter was taken under committee advisement.

Self Study Plan for Supervision

A motion was made by Dr. Comensky and seconded by Mr. Miner to advise the license that the self study proposed by the licensee lacked the experience gained when in a graduate class or seminar. Questions, shared experiences, and interaction during such classes contributes to the knowledge base. Recommend licensee audit a graduate course in supervision, attend a supervisor seminar, or work with another licensee that currently provides supervision and

combine the self study with observing and interacting with a licensure supervisor and CIT and/or PLPC.

At 7:41a.m., a motion was made by Dr. Comensky and seconded by Ms. Pigg to adjourn the full committee conference call meeting. Committee members voting aye: Dr. Comensky, Mr. Miner, Dr. Dexter, Dr. Pope and Ms. Pigg. Motion carried unanimously.



Executive Director

Approved by Committee on August 20, 2011