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Loree V. Kessler  
Executive Director

**TENTATIVE OPEN SESSION AGENDA**  
**Missouri Committee for Professional Counselors**  
**November 30, 2012 – 3:00 p.m.**  
**December 1, 2012 – 9:00 a.m.**  
**Division of Professional Registration**  
**3605 Missouri Boulevard – Jefferson City Missouri**

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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 sections 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**  
**November 30, 2012 – 3:00 p.m.**  
**December 1, 2012 – 9:00 a.m.**  
**Division of Professional Registration**  
**3605 Missouri Boulevard – Jefferson City Missouri**

- 1 Call to Order Margo Pigg, Committee Chairperson
- 2 Roll Call Greg Roebach, Secretary
- 3 Approval of the Agenda
- 4 Approval of Minutes
  - August 21, 2012 Credentials Subcommittee
  - October 23, 2012 Credentials Subcommittee
- 5 American Institute of Clinical Psychotherapists, Inc (AICP) – requesting to recognize exam
- 6 Meeting Schedule
  - January
  - February
  - March

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

**OPEN SESSION MINUTES**  
**Missouri Committee for Professional Counselors**  
**November 30, 2012 - 3:00 p.m.**  
**Division of Professional Registration**  
**3605 Missouri Boulevard – Jefferson City, Missouri**

The Committee for Professional Counselors was called to order by Chairperson Margo Pigg at 3:00 p.m., November 30, 2012 at the Division of Professional Registration located at 3605 Missouri Boulevard, Jefferson City, Missouri. Greg Roebach, Committee Secretary facilitated roll call.

**Committee Members Present**

Margo Pigg, Chairperson  
Greg Roebach, Secretary  
Dr. Mark Comensky  
Dr. Rhonda Wood

**Staff Present**

Loree Kessler, Executive Director  
Jeanette Wilde, Processing Technician Supervisor  
Sarah Becker, Processing Technician II  
Earl Kraus, Division counsel

Ms.Pigg stated she would be voting in open and closed session.

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

Ms. Pigg declared the open minutes of the credentials subcommittee conference call of August 21 approved .

A motion was made by Dr. Comensky and seconded by Mr. Roebach to approve the October 23 credentials subcommittee conference call minutes. Committee members voting aye: Ms. Pigg, Dr. Comensky, Dr. Wood, and Mr. Roebach. Motion carried unanimously.

At 3:03 p.m., a motion was made by Dr. Comensky and seconded by Dr. Wood to 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. Committee members voting aye: Dr. Wood, Dr. Comensky, Ms. Pigg, and Mr. Roebach. Motion carried unanimously.

At 6:23 p.m. the committee took a recess and was scheduled to reconvene at 9:00 a.m., December 1, 2012.

**OPEN SESSION MINUTES**  
**Missouri Committee for Professional Counselors**  
**December 1, 2012 – 9:00 a.m.**  
**Division of Professional Registration**  
**3605 Missouri Boulevard – Jefferson City, Missouri**

The Committee for Professional Counselors was called to order by Chairperson Margo Pigg at 9:00 a.m. December 1, 2012, at the Division of Professional Registration located at 3605 Missouri Boulevard, Jefferson City, Missouri. Greg Roebach, Committee Secretary facilitated roll call.

**Committee Members Present**

Margo Pigg, Chairperson  
Greg Roebach, Secretary  
Dr. Mark Comensky  
Dr. Rhonda Wood

**Staff Present**

Loree Kessler, Executive Director  
Jeanette Wilde, Processing Technician Supervisor  
Sarah Becker, Processing Technician II

**National Examination**

The committee reviewed correspondence from the American Institute of Clinical Psychotherapists, Incorporated and determined that Missouri would not be adding other examinations for licensure purposes.

**Tentative Meeting Schedule**

December 11      Noon Conference Call  
December 18      7:30 a.m. Credentials Subcommittee Conference Call  
January 22, 2013 7:30 a.m. Credentials Subcommittee Conference Call  
February 19, 2013 7:30 a.m. Credentials Subcommittee Conference Call  
March 15-16, 2013 Face to face meeting in Jefferson City

At 9:16 a.m., a motion was made by Dr. Comensky and seconded by Dr. Wood to 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. Committee members voting aye: Dr. Wood, Dr. Comensky, Ms. Pigg, and Mr. Roebach. Motion carried unanimously.

At 9:30 a.m., a motion was made by Dr. Comensky and seconded by Mr. Roebach to convene in open session and adjourn the full committee meeting. Committee members voting aye: Dr. Wood, Dr. Comensky, Ms. Pigg, and Mr. Roebach. Motion carried unanimously.



Executive Director

Approved by Committee on January 22, 2013