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Governor  
State of Missouri

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DIVISION OF PROFESSIONAL REGISTRATION

Department of Insurance  
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COMMITTEE FOR PROFESSIONAL COUNSELORS

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Loree V. Kessler  
Executive Director

**TENTATIVE OPEN SESSION AGENDA**  
**Missouri Committee for Professional Counselors**  
**October 24, 2014 – 12:30 pm**  
**October 25, 2014 – 9:00 am**  
**Adams Pointe Conference Center**  
**1400 NE Corona Drive, Blue Springs Missouri**

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 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.

Individuals wanting to participate on the conference call need to contact the committee office at 573/751-0018.

Please see attached agenda for this meeting.

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- |   |                           |                                   |
|---|---------------------------|-----------------------------------|
| 1 | Call to Order             | Margo Pigg, Committee Chairperson |
| 2 | Roll Call                 | Greg Roeback, Secretary           |
| 3 | Approval of the Agenda    |                                   |
| 4 | Approval of Minutes       |                                   |
| 5 | Provisional Extension     | Loree Kessler                     |
| 6 | AASCB Survey (handout)    |                                   |
| 7 | Forms Revisions (handout) |                                   |

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**  
**October 24, 2014 – 12:30 p.m.**  
**October 25, 2014 – 9:00 a.m.**  
**Adams Pointe Conference Center**  
**1400 NE Coronado Drive – Blue Springs, Missouri**

At 12:31 p.m. on October 24, 2014 the Missouri Committee for Professional Counselors was called to order by Margo Pigg, Chairperson at the Division of Professional Registration located at 3605 Missouri Boulevard in Jefferson City, Missouri. Greg Roeback, Secretary, facilitated roll call.

**Committee Members Present**

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

**Staff Present**

Loree Kessler, Executive Director  
Jeanette Wilde, Processing Licensure Supervisor  
John Aponte-Sanchez, Processing Licensure Supervisor  
Sharon Euler, Division Counsel

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

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

A motion was made by Dr. Comensky and seconded by Dr. Wood to approve the open session minutes of the July 25-26 committee meeting, July 26 credentials subcommittee meeting, and August 19 credentials subcommittee conference call. Committee members voting aye: Dr. Comensky, Dr. Wood, Mr. Roeback, and Ms. Pigg. Motion carried unanimously.

**Provisional Licensure**

Currently, a provisional license is effective two years from the date of issuance. Staff reported a continued increase in requests for an extension of the provisional for the licensee to meet the supervision requirements. A motion was made Dr. Comensky and seconded by Dr. Wood authorizing an increase in effective date from two to three years from the date of issuance. Committee members voting aye: Dr. Comensky, Dr. Wood, Mr. Roeback, and Ms. Pigg. Motion carried unanimously.

**American Association of State Counseling Boards (AASCB)**

The committee reviewed the survey recently distributed by the AASCB and requested the executive director respond.

At 12:44 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. Comensky, Dr. Wood, Mr. Roebach, and Ms. Pigg. Motion carried unanimously.

At 6:10 p.m. the committee took a recess until reconvening on October 25, 2014.

## **OCTOBER 25, 2014**

At 9:00 a.m. on October 25, 2014 the Missouri Committee for Professional Counselors reconvened in closed session.

At 9:12 a.m., a motion was made by Dr. Wood and seconded by Mr. Roebach to convene in open session. Committee members voting aye: Dr. Comensky, Dr. Wood, Mr. Roebach, and Ms. Pigg. Motion carried unanimously.

### **Committee Members Present**

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

### **Staff Present**

Loree Kessler, Executive Director  
Jeanette Wilde, Processing Licensure Supervisor

### **Forms Revision**

The committee reviewed the application for supervision, licensure, verification of supervision and change of supervision and provided suggestions to staff to update the forms. A draft of the revisions will be provided to the committee before moving the revisions to production.

### **Meeting Schedule**

The committee requested the executive director submit an out of state travel request for Ms. Pigg and Dr. Wood to attend the AASCB annual meeting.

The following meetings and conference calls were tentatively scheduled  
November 25 – 7:30 a.m. Credentials subcommittee conference call  
December 16 – 7:30 a.m. Credentials subcommittee conference call  
January 27, 2015 – 7:30 a.m. Credentials subcommittee conference call  
February 24, 2015 – 7:30 a.m. Credentials subcommittee conference call  
March 27-28 – Face to face meeting Jefferson City  
April, 2015 Supervisor and Counselor Educator Roundtables  
April 28, 2015 – 7:30 a.m. Credentials subcommittee conference call

At 9:40 a.m., a motion was made by Mr. Roebach and seconded by Dr. Comensky to adjourn the full committee meeting. Committee members voting aye: Dr. Comensky, Dr. Wood, Mr. Roebach, and Ms. Pigg. Motion carried unanimously.



Executive Director

Approved by Committee on December 16, 2014