



Jeremiah W. (Jay) Nixon  
Governor  
State of Missouri

Kathleen (Katie) Steele Danner, 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, Missouri 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](mailto:profcounselor@pr.mo.gov)

**TENTATIVE OPEN SESSION AGENDA  
MISSOURI COMMITTEE FOR PROFESSIONAL COUNSELORS  
NOVEMBER 6, 2015 – 1:00 PM  
CAPITOL PLAZA HOTEL  
415 WEST MCCARTY, JEFFERSON CITY MISSOURI**

**NOVEMBER 7, 2015 – 9:00 AM  
DIVISION OF PROFESSIONAL REGISTRATION  
3605 MISSOURI BOULEVARD, JEFFERSON CITY 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) and (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.

**TENTATIVE OPEN SESSION AGENDA  
MISSOURI COMMITTEE FOR PROFESSIONAL COUNSELORS  
NOVEMBER 6, 2015 – 1:00 PM  
CAPITOL PLAZA HOTEL  
415 WEST MCCARTY, JEFFERSON CITY MISSOURI**

**NOVEMBER 7, 2015 – 9:00 AM  
DIVISION OF PROFESSIONAL REGISTRATION  
3605 MISSOURI BOULEVARD, JEFFERSON CITY MISSOURI**

- 1 Call to Order Margo Pigg, Chairperson
- 2 Roll Call Greg Roebach, Secretary
- 3 Approval of Agenda
- 4 Approval of Open Minutes
  - July 25, 2015 Credentials
  - July 25, 2015 Full Committee
  - August 7, 2015 Email Ballot
  - August 18, 2015 Credentials
- 5 Financial Report
- 6 Reciprocity States
- 7 Central Methodist University
- 8 AASCB
- 9 Meeting Schedule

Convene in closed session pursuant to motions to close section 610.021 subsection (1) and (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 6, 2015 – 1:00 p.m.**  
**Capitol Plaza Hotel**  
**415 W McCarty – Jefferson City, Missouri**

**November 7, 2015 – 9:00 a.m.**  
**Division of Professional Registration**  
**3605 Missouri Boulevard – Jefferson City, Missouri**

At 1:00 p.m. on November 6, 2015 the Missouri Committee for Professional Counselors was called to order by Margo Pigg, Chairperson at the Capitol Plaza Hotel located at 415 West McCarty 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  
Dr. Regina Staves

**Staff Present**

Loree Kessler, Executive Director  
Jeanette Wilde, Processing Licensure Supervisor  
Eric Rusatsi, Processing Technician II  
Thomas Townsend, Division Counsel

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

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

Dr. Staves was welcomed to the committee by Ms. Pigg and committee members.

A motion was made by Dr. Wood and seconded by Mr. Roeback to approve the open session minutes of the July 25 credentials subcommittee and full committee meeting. Committee members voting aye: Mr. Roeback, Dr. Comensky, Dr. Wood, and Ms. Pigg. Dr. Staves abstained from the vote as she was not a member of the committee at that time. Motion carried.

A motion was made by Dr. Wood and seconded by Dr. Comensky to approve the open session minutes of the August 7 email ballot and August 18 credentials subcommittee conference call. Committee members voting aye: Mr. Roeback, Dr. Comensky, Dr. Wood, Dr. Staves, and Ms. Pigg. Motion carried unanimously.

**Financial Report**

The committee reviewed the financial report and the executive director reported that given income and expenditures there would likely be a transfer from the committee fund to general revenue. The actual amount would be calculated by the division and State Treasurer's office.

At 1:25 p.m., a motion was made by Dr. Wood and seconded by Dr. Comensky 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, Ms. Pigg, Dr. Staves, and Mr. Roeback. Motion carried unanimously.

### **November 7, 2015**

At 9:05 a.m. on November 7, 2015 the Missouri Committee for Professional Counselors reconvened in closed session at the Division of Professional Registration located at 3605 Missouri Boulevard, Jefferson City, Missouri.

At 9:28 a.m. a motion was made by Dr. Comensky and seconded by Dr. Wood to convene in open session. Committee members voting aye: Dr. Comensky, Dr. Wood, Ms. Pigg, Dr. Staves, and Mr. Roeback. Motion carried unanimously. Mr. Roeback, secretary facilitated roll call.

#### **Committee Members Present**

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

#### **Staff Present**

Loree Kessler, Executive Director  
Jeanette Wilde, Processing Licensure Supervisor  
Eric Rusatsi, Processing Technician II

#### **Central Methodist University**

The committee reviewed course syllabi for potential additions to the curriculum at Central Methodist University and determined the courses were in compliance with the core area Helping Relationship.

#### **American Association of State Counseling Boards**

Ms. Pigg and Dr. Wood were designated by the committee to attend the annual meeting in January, 2016. The executive director was requested to submit an out of state travel request.

#### **Meeting Schedule**

Supervisor seminars co-sponsored with the State Committee of Psychologists are tentatively scheduled for March 14 & 16 or May 16 and 18 depending upon availability of meeting space in the St. Louis and Kansas City areas. The committee noted that supervisor seminars available through the MMHCA for Kansas City, Cape Girardeau, and St. Louis had been cancelled.

The committee tentatively scheduled the following conference calls/meetings.

January 19 7:30 a.m. credentials subcommittee conference call

March 11-12 face to face meeting in St Louis

April 26 7:30 a.m. credentials subcommittee conference call

At 10:02 a.m., a motion was made by Dr. Wood and seconded by Dr. Staves to adjourn the meeting. Committee members voting aye: Dr. Comensky, Dr. Wood, Ms. Pigg, and Mr. Roebach. Motion carried unanimously.



Executive Director

Approved by Committee on March 11, 2016