Meeting Notice

Missouri Committee for Professional Counselors  
March 26, 2003 – 3:00 p.m.  
March 27, 2003 – 9:00 a.m.  
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), (3), (5), (7), (13), (14), and Chapter 620.010.14 subsection (7).

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.

Anyone requiring additional detail regarding the telephone conference call should contact the Missouri Committee for Professional Counselors, P.O. Box 1335, 3605 Missouri Boulevard, Jefferson City, Missouri 65102 or by calling Loree Kessler, Executive Director at (573) 751-0018. The TTY number for Relay Missouri is 800/735-2966 or 800/735-2466 for Voice Relay Missouri.

Please see attached agenda for this meeting.

Attachment

Posted March 12, 2003
Call to order
Dr. Bill Wilson

Roll Call
Keith Spare

Approval of Agenda

Approval of Open Session Minutes
• Full Committee Face to Face December 5-6, 2003
• Credentials Subcommittee Face to Face December 5-6, 2003
• Credentials Subcommittee Face to Face January 20, 2004
• Credentials Subcommittee Face to Face February 24, 2004

Financial Report
Loree Kessler, Executive Director
• Expense Account Update (No materials)

Licensure Renewal Process
Loree Kessler, Executive Director
• Survey
• Presentation by Division MIS Section

Supervisor Seminar Update
Loree Kessler, Executive Director
• Advanced Supervisor Seminar

CACREP Accreditation

Proposed Amendments to Regulations – Educational Requirements

Counselor Educator Roundtable (No Materials)

Legislative Update (Handout)

Election of Officers

Convene in closed session pursuant to motions to close section 610.021 subsection (14) and 620.010.14 subsection (7) RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and applicants for licensure and/or other information pertaining to the licensee or applicant and, 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.
The Committee for Professional Counselors was called to order by Dr. Bill Wilson, Chairperson at 4:36 p.m. on March 26, 2004 at the Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri. Mr. Spare, Secretary, facilitated roll call.

**Members Present**
Dr. Bill Wilson, Chairperson  
Keith Spare, Secretary  
Dr. Gene Dexter, Public Member (Departed at 7:05 p.m.)  
Dr. Mark Comensky  
Dr. Susan Lile  
Greg Roebuck

**Staff Present**
Loree Kessler, Executive Director  
Jeanette Stuenkel, Executive I  
Justin Smith, Licensure Technician II

**Visitor**
Nancy White (contacted by the committee regarding submitted survey question)

Dr. Wilson indicated he would be voting in open and closed session.

A motion was made by Dr. Comensky and seconded by Mr. Spare to approve the open session agenda. Motion carried unanimously.

A motion was made by Mr. Spare and seconded by Dr. Comensky to approve the minutes from the following meetings --
8 Financial Report
The committee reviewed the financial report and expense reimbursement policy. No official action taken.

Licensure Renewal Process
The division’s Management Information System staff members Jim Weider and Dan Stevenson provided a demonstration of the online renewal process. LPCs will be able to renew with an electronic check or credit card during the upcoming renewal cycle. No official action taken.

The committee reviewed suggested questions to be included as a survey sent to LPCs eligible for licensure renewal. The executive director was instructed to revise the questions per the committee instructions and include with the renewal form.

Supervisor Seminar Update
The executive director provided an update of the April 22 and 23 supervisor seminars to be held in Columbia and St. Louis respectively. The committee discussed adding another seminar dealing with clinical supervision issues to be facilitated by Dr. Jane Campbell from Texas.

A motion was made by Mr. Spare and seconded by Dr. Comensky for the executive director to contact the division regarding adding the clinical supervision seminar to the supervisor training effort beginning in the next fiscal year. If approved by the division, the executive director was authorized to pursue securing Dr. Campbell as an instructor for at least two seminars in FY 2005. Motion carried unanimously.

CACREP Accreditation
The committee determined that Capella University’s online program would meet the educational requirements for licensure as long as it remained accredited by CACREP. The committee instructed the executive director to contact NBCC, CACREP, and CORE to determine the availability of any studies or data relating to online programs and counselor performance.

Counselor Educator Roundtable
The executive director was instructed to submit a request to the division regarding a counselor educator’s roundtable facilitated by the committee. The purpose of the roundtable would be for counselor educators to discuss the educational requirements for licensure as well future educational requirements and concerns that would have an impact upon a program.

Legislative Update
The committee reviewed the various mental health related bills and discussed the diagnosis legislation introduced in the House and Senate. No official action taken.
Committee for Professional Counselors
Open Session Agenda
March 26-27, 2004
Page 5

Election of Officers

A motion was made by Dr. Comensky and seconded by Dr. Lile to elect by acclamation Keith Spare as committee chair. Motion carried unanimously.

A motion was made by Dr. Comensky and seconded by Mr. Roeback to elect by acclamation Dr. Sue Lile as committee secretary. Motion carried unanimously.

At 5:27 p.m., a motion was made by Mr. Spare and seconded by Dr. Lile to convene in closed session pursuant to motions to close section 610.021 subsection (14) and 620.010.14 subsection (7) RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and applicants for licensure and/or other information pertaining to the licensee or applicant and, 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 subsections of 610.021 which authorized this agency to go into closed session during those meetings. Committee members voting aye; Dr. Comensky, Mr. Roeback, Dr. Wilson, Dr. Lile, Dr. Dexter, and Mr. Spare. Motion carried unanimously.

AT 7:07 p.m., a motion was made by Dr. Comensky and seconded by Mr. Spare to convene in open session and adjourn the meeting until March 27th at 9:00 a.m. Subcommittee members voting aye; Dr. Comensky, Mr. Roeback, Dr. Wilson, Dr. Lile, and Mr. Spare. Motion carried unanimously.

March 27, 2004

The Committee for Professional Counselors was called to order by Dr. Bill Wilson, Chairperson at 9:04 a.m. on March 27, 2004 at the Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri. Mr. Spare, Secretary, facilitated roll call.

Members Present
Dr. Bill Wilson, Chairperson
Keith Spare, Secretary
Dr. Gene Dexter, Public Member (Departed at 12:17 p.m.)
The committee reviewed the regulation regarding educational requirements in lieu of the decision regarding Capella University and recommended language concerning online programs must be certified by CACREP or CORE to meet the educational requirements. The committee suggested that the Missouri School Counselors’ Association be advised of the upcoming rule changes concerning the minimum hours for a counseling degree.

At 9:27 a.m., a motion was made by Mr. Spare and seconded by Dr. Comensky to convene in closed session pursuant to motions to close section 610.021 subsection (14) and 620.010.14 subsection (7) RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and applicants for licensure and/or other information pertaining to the licensee or applicant, and 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. Committee members voting aye; Dr. Comensky, Mr. Roeback, Dr. Wilson, Dr. Lile, Dr. Dexter, and Mr. Spare. Motion carried unanimously.

At 12:48 p.m., a motion was made by Dr. Comensky and seconded by Mr. Spare to convene open session and adjourn the meeting. Committee members voting aye; Mr. Spare, Dr. Lile, Mr. Roeback, Dr. Comensky, and Dr. Wilson. Motion carried unanimously.

Executive Director

Approved by Committee on July 23, 2004