

ALABAMA BOARD OF EXAMINERS IN COUNSELING

2777 Zelda Rd
Montgomery, AL 36106
334/240-7229 Fax: 334/263-6115
www.abec.alabama.gov

MINUTES

Board Meeting
November 1, 2023

The Alabama Board of Examiners in Counseling (ABEC) held its regular meeting on Friday, November 1, 2023, to conduct business. The meeting was held at the Board's office located at 2777 Zelda Road in Montgomery, Alabama. Members in attendance were Ms. DeAnna Tidwell (Board Chair), Dr. Debra Atchison (Board Vice Chair), Dr. Sheila Webb (member attending virtually), Ms. Anjanette Robinson (member), Dr. Glenn Hollingsworth (member), Ms. Jessie Bowie (member) and Dr. Sherrionda Crawford (member). Also in attendance were Mr. Keith Warren (Acting Executive Director), Mrs. Hendon Coody (Board Legal Counsel), Ms. Cindy Edgar (Assistant Director), Ms. Karen Harlow (Legal Assistant), Mr. Mike James (Investigator), Ms. Abigail Ingels (Licensing Assistant), Ms. Angela Warr (Executive Assistant) and Ms. Renee' Reames (recording secretary). Public guests were also present: Dr. Latofia Parker (Compact Delegate), Ms. Necoal Driver with the Alabama Counseling Association, and other guests attending virtually.

CALL TO ORDER

Ms. Tidwell, Board Chair, called the meeting to order at 10:04 a.m. The regularly scheduled meeting was advertised to the public on the Board's website, (www.abec.alabama.gov), as well as the Secretary of State's website, (www.sos.alabama.gov), in accordance with the Alabama Open Meetings Act. Mr. Warren called the official member roll, and a quorum of the members was in attendance. Mr. Warren read the Opening Statement regarding Robert's Rules of Order, and Chairperson Tidwell welcomed attendees.

APPROVAL OF MEETING AGENDA

Chairperson Tidwell presented the Board meeting agenda for the Board's approval. A copy of the agenda was provided to the Board members prior to the meeting for their review.

MOTION: Dr. Crawford made a motion to approve the November 1, 2023, meeting agenda as presented. The motion was seconded by Ms. Bowie and unanimously approved by the Board.

APPROVAL OF MEETING MINUTES

Chairperson Tidwell presented the minutes from the September 15, 2023 regular meeting.

MOTION: Ms. Bowie made a motion to approve the September meeting minutes with corrections to the spelling of Board member names. The motion was seconded by Ms. Robinson and unanimously approved by the Board.

EXECUTIVE DIRECTOR REPORT

Mr. Warren presented the Executive Director report to include financial activities of the Board for the period ending September 30, 2023. He also introduced new staff members, Ms. Abigail Ingels and Ms. Angela Warr.

Mr. Warren reported on licensing activities during the current fiscal year and reported on the current number of licensees (report available in the Board's official Book of Minutes). He also reported on complaints received in FY 2023, along with a recap of complaints processed in FY 2018 to present.

MOTION: Dr. Atchison made the motion to accept the financial report as presented. The motion was seconded by Dr. Webb and unanimously approved by the Board.

LEGAL COUNSEL REPORT

Mrs. Coody reported that the Investigative Committee (IC) had met to review complaint cases. Mr. James reported on the recommendations by the Investigative Committee and a list of the cases was provided to the Board (report available in the Board's official Book of Minutes).

MOTION: Dr. Crawford made the motion to approve the IC's recommendation to close case 2023-048 as unfounded, 2023-046 and 2023-053 due to no jurisdiction, 2023-041, 2023-047, 2023-051 and 2024-001 due to no probable cause, 2023-050 surrender of license, and the offer of consent agreements in cases 2023-043, 2023-045 and 2023-052BR. The motion was seconded by Dr. Atchison and unanimously approved by the Board, with Ms. Tidwell abstaining as a member of the committee.

Mrs. Coody continued with the Legal Counsel report concerning applicants who had completed licensure requirements and were approved by the Board, but had not paid the licensing fee. The Board discussed the appropriate time period the Board would allow a licensing fee to remain unpaid. The Board agreed that incomplete applications would be returned to the applicant and licensing fees paid to the Board were non-refundable. The Board discussed revisions to Rule 255-X-4-.08 to include contents of a completed application for an ALC and LPC and agreed that forty-five (45) days, after the Board had approved the licensing application, was a sufficient time period for the applicant to submit the full amount of the licensing fee; otherwise, the application would no longer be valid and a new application package would have to be submitted to the Board.

MOTION: Dr. Atchison made the motion to approve the changes to Rule 255-X-4-.08 as discussed to include application contents, return of incomplete applications and 45 days to pay the licensing fee. The motion was seconded by Ms. Robinson and unanimously approved by the Board.

Mrs. Coody also presented excerpts from the State Board of Education's Rule 290-3-2-.22 concerning educational staff seeking to become a School Counselor and the Board discussed cases where the educational staff have requested the Board's endorsement to take the NCE, with no plans to become licensed by the Board. Based on the Board of Education's Rule, the educational institution could endorse the educational staff to take the NCE. The Board requested that the State Board of Education also be notified about the Board's Rule changes concerning licensure requirements.

Mrs. Coody presented proposed changes to Rule 255-X-3-.02. She thanked the Supervision Committee for their assistance. The Board discussed removing the word "indirect" and clarifying the number of supervision hours of 100 hours annually.

MOTION: Dr. Crawford made the motion to approve the proposed Rule changes as discussed to include removing reference to "indirect" in all sections of the proposed changes to Rule 255-X-3-.02 and adding a minimum of 100 hours annually in supervision hours by the LPC-S to the ALC and deleting references to weekly supervision hours. The motion was seconded by Dr. Atchison and unanimously approved by the Board.

Chairperson Tidwell called a 5-minute break at 12:02 p.m.

Chairperson Tidwell reconvened the meeting at 12:08 p.m.

Mrs. Coody reported on a complaint received concerning an LPC performing the role of a parenting coordinator under the Order of a Judge and the violation of operating under their LPC license. Mrs. Coody explained that the LPC cannot use the LPC designation when serving in another capacity, such as a court-ordered parenting coordinator, and should show separatism in advertising and performing services.

MOTION: Dr. Atchison made the motion that the Board's Legal Counsel prepare a draft rule on this matter for the Board's consideration. The motion was seconded by Ms. Robinson and the motion was approved by the majority, with one opposing vote by Dr. Webb.

Academic Rules Review Committee Report: Committee Chairman Hollingsworth reported that he had no updates at this time from the Academic Rules Review Committee.

Supervision Committee Report: Dr. Atchison reported that the Supervision Committee report had been discussed in Mrs. Coody's Legal Counsel report, with the discussion of proposed rule changes.

OLD BUSINESS

Mr. Warren reported that the Alabama Counseling Association was scheduled to meet in November. Dr. Driver reported that the annual conference would be held for three days in Birmingham beginning November 15, 2023.

NEW BUSINESS

Proposed 2024 Board Meeting Schedule: Chairperson Tidwell presented a list of proposed meeting dates for the Board to meeting in 2024.

MOTION: Dr. Crawford made the motion to approve January 19, March 22, May 17, July 19, September 20 and November 15, for the Board to meet in 2024. The motion was seconded by Ms. Bowie and unanimously approved by the Board.

Annual Election of Officers: Mr. Warren reported that the election of Board officers was due for the positions of Board Chair and Board Vice Chair. The Board reviewed the current Board terms. Dr. Atchison offered to serve as Board Chair. There were no other nominations or volunteers from the members for the position of Board Chair. Dr. Crawford nominated Ms. Robinson as Board Vice Chair. There were no other nominations from the members and the nominations were accepted by acclamation for the positions of Board Chair and Board Vice Chair.

Review of Applications and License Requests: Mr. Warren and Ms. Edgar presented applications for the following designations for the Board's approval (report available in the Board's official Book of Minutes):

Initial ALC: Ms. Bowie made the motion to approve the ALC requests for initial issuance of license. The motion was seconded by Dr. Webb and unanimously approved by the Board.

ALC to LPC: Dr. Crawford made the motion to approve the ALC requests to become an LPC. The motion was seconded by Dr. Hollingsworth and unanimously approved by the Board.

LPC-Supervisor: Dr. Hollingsworth made the motion to approve the LPC-Supervisor requests for licensure. The motion was seconded by Ms. Robinson and unanimously approved by the Board.

LPC by Endorsement: Dr. Hollingsworth made the motion to approve the LPC applications by endorsement requests. The motion was seconded by Dr. Webb and unanimously approved by the Board.

Provisional to LPC: Ms. Bowie made the motion to approve EB's request for LPC license from Provisional license. The motion was seconded by Ms. Robinson and unanimously approved by the Board.

Requests to Inactive Status: Dr. Crawford made the motion to approve the requests from JW, EH and AM to inactive status. The motion was seconded by Ms. Robinson and unanimously approved by the Board.

NCE Accommodations: Dr. Crawford made the motion to approve the requests from JR, RSA and JE for NCE accommodations. The motion was seconded by Ms. Bowie and unanimously approved by the Board.

Request to approve transfer of hours of supervision: Dr. Atchison made the motion to accept post-graduate supervision hours submitted by MRW for an ALC license. The motion was seconded by Dr. Crawford and approved by the majority of the Board, with Dr. Hollingsworth abstaining from vote.

Request to complete internship: Ms. Edgar reported that LMJ had completed educational requirements for ALC licensure; however, internship was lacking, and applicant requested approval to seek re-entry to the same academic institution to complete internship by September 2024. Ms. Edgar reported that she had no approval letter from the academic institution.

Dr. Crawford made the motion to allow LMJ to pursue the internship program as discussed. The motion was seconded by Dr. Webb and unanimously approved by the Board.

OTHER BUSINESS AND ANNOUNCEMENTS

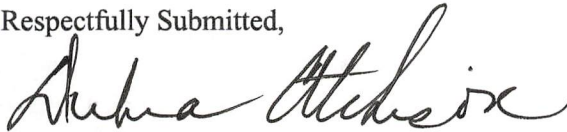
Next Board Meeting: Chairperson Tidwell reminded the members that the next regularly scheduled meeting of the Board was January 19, 2024.

Ms. Robinson made the motion to change the starting time to 10:00 a.m. for the regular meetings of the Board. The motion was seconded by Dr. Crawford and unanimously approved by the Board.

ADJOURNMENT

There being no further business, Dr. Atchison made a motion that the meeting be adjourned. The motion was seconded by Ms. Robinson and unanimously approved by the Board. Chairperson _____ adjourned the meeting at 12:59 p.m.

Respectfully Submitted,



Debra H. Atchison, Ed.D.
Board Chair



Keith E. Warren
Executive Director

Approved on: January 19, 2024 / RC /rr
Date Initials