

**TEXAS STATE BOARD OF EXAMINERS OF PROFESSIONAL COUNSELORS**  
**Administration & Finance Committee Meeting**  
**Friday, February 22, 2008, 9:00 am**  
**Lone Star College-Montgomery**  
**3200 College Park Dr, Bldg B, Room B-102**  
**Conroe, TX 77384**

**MINUTES**

**Committee Members Present:**

Judith Powell, Chair  
Ana Bergh  
James Castro

**DSHS Staff Present:**

Dan Meador  
Bobbe Alexander  
Stewart Myrick  
Cindy Bourland

**Guests Present:**

Kim Hatley  
Richard Watts  
Kathy Ibanez  
Lee Jagers

**Agenda Item 1** was the call to order at 9:06 am by Ms. Powell.

**Agenda Item 2** was the introduction of members, staff and guests.

**Agenda Item 3** was to review and accept committee minutes from the October 20, 2007 meeting. The minutes were approved by acclamation.

**Agenda Item 4** was the committee chair report concerning issues affecting the board. Ms. Powell reported on her participation in various presentations.

**Agenda Item 5** was the executive director's report. Ms. Alexander reported on her attendance at the American Association of State Counselor Boards conference, the status of the National Counselor Exam, and the possibility of a second symposium.

**Agenda Item 6** was the Professional Licensing and Certification Unit report. Ms. Bourland reported on various program and board rule revisions, the status of the building, travel reimbursement rates, work in the mental health licensing group, unit and division resources, the fee study report, and unit performance measures.

**Agenda Item 7** was the discussion and possible action concerning the PLC Unit Report. No action was taken.

**Agenda Item 8** was the discussion and possible action concerning conference attendance. No action was taken.

**Agenda Item 9** was the report from Texas Counseling Association's (TCA) Executive Director. There was no report.

**Agenda Item 10** was public comment. Kim Hatley, Richard Watts, and Kathy Ibanez made comments.

**Agenda Item 11** was the adjournment of the meeting. Ms. Powell adjourned the meeting at 10:00 am.

**Minutes approved by the committee on May 15, 2008**

**Judith Powell, Chair**