

TEXAS STATE BOARD OF EXAMINERS OF PROFESSIONAL COUNSELORS

Administration and Finance Committee

Friday, October 28, 2005 at 10:30 am

Center for Community Cooperation

2900 Live Oak St.

301 Brazos Room

Dallas, Texas 75204

Minutes

Committee Members Present:

Judy Powell, Chair, Public Member

Ana Bergh, Public Member

James Castro, Professional Member

DSHS Staff Present:

Dan Meador

Bobbe Alexander

Melissa Utpadel

Debbie Peterson

Eileen Hartman

Guest Present:

Kim Hatley

J. Lee Jagers

Agenda Item 1 was the call to order at 10:43 by Ms. Powell

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

Agenda Item 3 was review and accepts committee minutes from the July 18, 2005 meeting. Motion was made by Mr. Castro to accept the minutes. The motion was seconded and passed unanimously.

Agenda Item 4 was the committee chair report concerning issues affecting the board. Ms. Powell talked about CACREP, and how they are revising their standards. Ms. Powell also reported on the CLEAR Conference. Mr. Castro talked about the speakers at CLEAR and that there were some good messages. Ms. Powell discussed the possibility of the board holding a symposium with all the universities that have counseling programs, and bringing them to Austin to get them on the same page with the board.

Agenda Item 5 was discussion and possible action concerning Financial Report. Ms. Peterson reported on the financial statement of the board, which included the professional fees and services. She also talked about the travel budget.

Agenda Item 6 was unit manager's report. Ms. Peterson talked about the survey report, e-Strategy Solutions and the agreement on what they will provide to us for the jurisprudence exam. Ms. Peterson also talked about the victims of Hurricane Katrina and reported that 15 evacuees of Louisiana received their LPC licensure. Ms. Peterson talked about the new computer system. The new system will go live June 1, 2006.

Agenda Item 7 was discussion and possible action concerning Unit Manager's Report. Ms. Alexander talked about emails that she received giving positive feedback, and some complaining about the jurisprudence exam. Ms. Alexander also discussed the travel forms and how they should be completed and about the Travel Summary and how to fill that out.

Agenda Item 8 was the Executive Director's report. Ms. Alexander talked about the number of applications received for July 2005, in August there were 350 applications received and for September numbers were unavailable. She also discussed the jurisprudence exam.

Agenda Item 9 was discussion and possible action concerning Executive Director's report. No action taken.

Agenda Item 10 was discussion and possible action concerning conference attendance. Ms. Powell discussed the upcoming AASCB conference in Phoenix, Ariz.

Agenda Item 11 was report from Texas Counseling Association's Executive Director. Ms. Hatley, liaison with the board and TCA talked about the reimbursement of contract work, and that the process will improve. Ms. Hatley also discussed questions coming to her about rules changes, about concerns regarding the hold time for calling into the division office, that it is becoming very frustrating. Also mentioned were the inconsistency with questions that are answered by the phone. Ms. Peterson suggested more training for the customer service agents that answer questions for the Licensed Professional Counselors applicants.

Agenda Item 12 was public comment. Dr. Lee Jagers talked about the professional attitudes, and compassionate board members, and their ability to stick to the rules.

Motion was made by Ms. Powell to adjourn the meeting at 11:43 am.

Approved by the committee on January 27, 2006

Judy Powell, Chair