

## **BOARD OF PROFESSIONAL COUNSELING**

**899 NORTH CAPITOL ST. NE – 2<sup>ND</sup> FL.**

**WASHINGTON, DC 20002**

**March 13, 2020**

**10:00 am to 2:00 pm**

**MEETING MINUTES**

**MARCH 13, 2020 PUBLIC SESSION ATTENDANCE**

<b>Board Members:</b>	Dr. Victoria Sardi-Brown, Chairperson	<b>Present</b>
	Laurie Ferreri, Board Member	<b>Present</b>
	Vanessa Ruffin-Colbert, Board Member	<b>Present</b>
	Victoria Sherk, Board Member	<b>Present</b>
<b>Staff:</b>		
	Aisha Nixon – Executive Director	<b>Present</b>
	David Walker – Licensing Specialist	<b>Present</b>
	Van Brathwaite – Board Attorney	<b>Present</b>
	Frank Meyers – Associate Director, Office of Health Professional Licensing Boards	<b>Present</b>
	Leonard Howard – Investigator	<b>Absent</b>

**OPEN SESSION MARCH 13, 2020**

OS-0320-01	<p><b>CALL TO ORDER AND ROLL CALL</b></p> <p>The meeting was called to order at 10:12am. A quorum was established.</p>	
OS-0320-02	<p><b>APPROVAL OF THE AGENDA</b></p> <p>Ms. Sherk made a motion to approve the March 2020 Open Session Agenda. Ms. Ruffin-Colbert seconded the motion. The motion passed unanimously.</p>	
OS-0320-03	<p><b>EXECUTIVE DIRECTOR’S REPORT</b></p> <p>As of today, the Board has the following active licensees:  CACI – 95  CACII – 173  LGPC – 330  LPC – 1235</p> <p>For March and April, all travel has been suspended due to the State of Emergency issued by the Mayor pertaining to COVID-19. At this moment, Board meetings have not been canceled. If this changes, notice will be sent to Chairpersons and placed on the Board’s website for the public. DC Health sent a notice to all active licensees that provided guidance on telehealth in the District of Columbia. This notice along with all notices pertaining to COVID-19 can be found on <a href="https://coronavirus.dc.gov">coronavirus.dc.gov</a>.</p> <p>The Associate Director for the Office of Health Professional Licensing Boards spoke with the Board about the function of the newly created office. The Associate Director let the Board know there will be a focus on bringing uniformity to the Boards as well as implementing the use of technology in Board meetings.</p> <p>The Executive Director also informed the Board of licensees having in-person continuing education courses canceled due to COVID-19. The Board will monitor this matter, will issue guidance in the April or May meeting, and will inform licensees.</p>	
OS-0320-04	<p><b>BOARD ATTORNEY’S REPORT</b></p> <p>No Report</p>	
OS-0320-05	<p><b>CHAIRPERSON’S REPORT</b></p> <p>No Report</p>	

OS-0320-06	<p><b>MINUTES</b></p> <p><b><u>Board Action:</u></b> Consideration of the Open Session Minutes from the February 14, 2020 meeting.</p> <p><b><u>Motion:</u></b> Ms. Ferreri made a motion to approve the February 14, 2020 Open Session minutes with a correction made to the spelling of the Board Attorney’s last name. Ms. Colbert-Ruffin seconded the motion. The motion passed unanimously.</p>	
OS-0320-07	<p><b>MOTION TO CLOSE</b></p> <p>Ms. Ferreri made the motion to end open session. Ms. Colbert-Ruffin seconded the motion. The motion passed unanimously. The open session ended at 10:35am.</p> <p><b><u>Board Action:</u></b> To go into closed session to discuss confidential matters as permitted in DC Official Code § 2-575(b).</p> <p><b><u>Background:</u></b> Upon conclusion of the open session meeting pursuant to the DC Official Code 2-575(b) and for the purposes set forth therein, the Board will move into the closed executive session portion of the meeting to consult with the Board attorney, discuss disciplinary matters and hear reports concerning violations of the law or regulations.</p> <p>The next open session meeting scheduled for April 10, 2020 at 10:00am.</p>	

**This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at [opengovoffice@dc.gov](mailto:opengovoffice@dc.gov).**