

# BOARD OF PROFESSIONAL COUNSELING

## MEETING MINUTES

**December 16, 2022**  
**10:00 AM – 2:00PM**

### Virtual Meeting Notice

*Currently, all board meetings will be held virtually during the declared public emergency.  
Information on how to access the public portion of the meeting is listed below:*

#### **Join by Web**

<https://dcnet.webex.com/dcnet/j.php?MTID=mb7db2da02f1ac65acba8e248dc72d81a>

#### **Join by Phone**

Call in Number: 1-650-479-3208 Call-in toll number (US/Canada)

Access Code: 475 199 633

**OPEN SESSION December 16, 2022**

**Call to Order:**

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| OS-1216-01 | <p><b><u>Roll Call:</u></b></p> <p><b><u>Board Members:</u></b></p> <ul style="list-style-type: none"> <li>• Victoria Sherk – Chairperson-Present</li> </ul> <p><b><u>Board Staff:</u></b></p> <ul style="list-style-type: none"> <li>• LaTrice Herndon- Executive Director</li> <li>• Whitney Moore- Health Licensing Specialist</li> <li>• Anthea Issacs- Health Licensing Specialist</li> <li>• Panravee Vongjaroenrat – Assistant General Counsel</li> <li>• Gregory Scurlock – Board Investigator</li> <li>• Matteo Lieb, Policy Analyst</li> </ul> <p><b><u>Visitors:</u></b></p> <ul style="list-style-type: none"> <li>○ Dr. Lakeitha Owens</li> <li>○ Angele Moss Baker, Past President AMHCA and DCMHCA</li> </ul> |  |
| OS-1216-02 | <p><b><u>Approval of the Agenda</u></b></p> <p><b><u>Board Action:</u></b></p> <p>Acceptance of the December 16, Open Session Agenda.</p> <p><b><u>Motion:</u></b></p> <p>Motion made by Victoria Sherk to accept the December 16, 2022, Open Session Agenda. Seconded Victoria Shrek.</p> <p><b><u>Vote:</u></b></p> <p>Victoria Sherk voted in favor of the motion. The motion passed unanimously.</p>   |  |
| OS-1216-03 | <p><b>EXECUTIVE DIRECTOR’S REPORT</b></p> <ul style="list-style-type: none"> <li>• <b>Census:</b> 1521 LPC 531 LGPC 90 CAC1 71 CAC2</li> <li>• DC is no longer requiring the Vaccine Attestation</li> </ul>  |  |
| OS-1216-04 | <p><b>BOARD ATTORNEY’S REPORT</b></p> <ul style="list-style-type: none"> <li>• DC is no longer requiring the Vaccine Attestation letter</li> <li>• Individual healthcare facilities will facilitate their Vaccine protocols</li> </ul>   |  |
| OS-1216-05 | <p><b>CHAIRPERSON’S REPORT</b></p> <ul style="list-style-type: none"> <li>• <b>No Report</b></li> </ul>  |  |
| OS-1216-06 | <p><b><u>Open Session Minutes</u></b></p>  |  |

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|                          | <p><b><u>Board Action:</u></b><br/>Consideration of the Open Session minutes from November 18, 2022, meeting.</p> <p><b><u>Motion:</u></b><br/>Motion made by Victoria Sherk to accept the minutes from November 18, 2022, Open Session Agenda. Seconded Victoria Shrek.</p> <p><b><u>Vote:</u></b><br/>Victoria Sherk voted in favor of the motion. The motion passed unanimously.</p>  |  |
| <p><b>OS-1216-07</b></p> | <p><b><u>2023 Upcoming Board Meeting Dates:</u></b></p> <p>To discuss the upcoming dates for the 2023 Board Meetings</p> <ul style="list-style-type: none"> <li>• January 20, 2023</li> <li>• February 17, 2023</li> <li>• March 17, 2023-In Person</li> <li>• April 21, 2023</li> <li>• May 19, 2023-In Person</li> <li>• June 16, 2023</li> <li>• July 21, 2023-In Person</li> <li>• September 15, 2023</li> <li>• October 20, 2023-In Person</li> <li>• November 17, 2023</li> <li>• December 15, 2023</li> </ul> <p><b>No Action Needed.</b></p> |  |
| <p><b>OS-1216-08</b></p> | <p><b><u>Consent Agenda:</u></b></p> <p><b><u>Board Action:</u></b><br/>Consideration of the applications approved for purposes of review and/or ratification of Board actions taken since the last Board meeting.</p> <p><b><u>Background:</u></b><br/>The Consent Agenda is a record of the decisions and/or actions taken by the Board or its staff since the last meeting of the Board.</p> <p><b><u>Motion:</u></b></p>   |  |

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|                   | <p>Motion made by Victoria Sherk to accept Open Session Consent Agenda. Seconded Victoria Shrek.</p> <p><b><u>Vote:</u></b><br/>Victoria Sherk voted in favor of the motion. The motion passed unanimously.</p>   |  |
| <b>OS-1216-09</b> | <p><b><u>Motion to Close</u></b></p> <p><b><u>Board Action:</u></b><br/>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><br/>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><b><u>Motion:</u></b><br/>Motion made by Victoria Sherk to close Open Session Meeting. Seconded Victoria Shrek.</p> <p><b><u>Vote:</u></b><br/>Victoria Sherk voted in favor of the motion. The motion passed unanimously.</p> |  |

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|        | <p><b><u>THIS SECTION IS FYI ONLY</u></b></p> <p><b><u>NO BOARD DECISION OR ACTION IS NEEDED</u></b></p>   |
| OS-FY1 | <p><b><u>Regulation Review: Art Therapy Regulations</u></b></p> <p><b><u>Update:</u></b><br/>Pending the subcommittee meeting.</p> <p><b><u>Background:</u></b><br/>The subcommittee members worked on drafting the Art Therapy regulations for the Board review and decision. In March 2022, the Board tabled the review of Art Therapy until the subcommittee resumes for the professional counseling regulation.</p>  |
| OS-FY2 | <p><b><u>Supervised Practice Form</u></b></p> <p><b><u>Update:</u></b><br/>Pending the subcommittee meeting.</p> <p><b><u>Background:</u></b><br/>A supervised practice form is listed under section 9105.8 regarding the supervised experience requirement which requires the supervisor(s) to submit the completed form to the Board. The purpose of the graduate professional counseling license is to allow individual to practice under supervision of a licensed professional counselor. However, the regulations also indicate a supervisor or supervisee shall submit a supervised practice form within 2 weeks of commencing supervision. In March 2022, the Board tabled to address the supervised practice form for the subcommittee.</p> |
| OS-FY3 | <p><b><u>Discussion on Supervision</u></b></p> <p><b><u>Update:</u></b><br/>Pending Additional Information.</p> <p><b><u>Background:</u></b><br/>In April 2022, Ms. Sherk requested interpretation and further guidance to elaborate on the existing regulation regarding the supervision (specifically whether or not to have a primary supervisor).</p> <p>In May 2022, the Board requested to table this matter for the next Board meetings for additional information.</p>   |

**The next open session meeting is January 20, 2022, at 10:00 am**

*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).*