**Minutes**

**LLPVRC Board Meeting**

**January 16, 2012**

1. **Call to Order**

The meeting was called to order at 10:00AM by Board Chairman Smith. In attendance were the following: Tom Bott, Jan Case, Linda Gutierrez, and Scott Smith.

1. **Approval of Previous Minutes**

The minutes of the September 14, 2011 meeting of the Board were approved as written.

1. **File Reviews**
2. Provisionals: Mary V. Batiste has completed her supervisory requirements.
3. **New Business**
4. The Board reviewed and approved bills from Steve Glusman for legal services provided to the Board.
5. The Board discussed correspondence from Stephanie Haupt regarding the number of CEU’s approved for performing supervisory duties (for one semester) of an intern from the LSUHSC Department of Rehabilitation Counseling. The Board approved 10 CEU’s, upon receipt of acceptable “case notes/summary” from Ms. Haupt.
6. The following LRC’s did not chose to renew their licenses and were, therefore, placed on Inactive Status:
7. Josette H. Baker
8. Ashley E. Bryars
9. Robert Brantley Cagle, Jr.
10. Kristin M. Dobson
11. Ava Gerald
12. Dene’ D. Mathies
13. Leonard A. Michiels
14. Harris N. Rowzie
15. John M. Yent
16. The Board discussed recent Board Policy Statements, the upcoming LARP Conference, the reduced number of LRC’s in Louisiana, and the general status of the “rehabilitation counseling” profession.

**V. Old Business**

1. Additional checks were signed.
2. The following correspondence/actions were noted as completed and/or submitted:

\*1st Quarter Legal Cost Report

\*1st Quarter Accounts Receivable Report

\*Certification of Annual Property Inventory and Asset Certification Report

\*1st Quarter Office of Risk Management Risk Exposure Reporting Form

\*Updated Boards and Committees Website with Budget Information

\*Sent letter to CRCC on November 16, 2011 correcting our contact information for their website

\*Boards and Commissions Information Update Form for the Committee on Senate and Governmental Affairs

\*2nd Quarter Office of Risk Management Risk Exposure Reporting Form

\*2nd Quarter Legal Costs Paid Report

\*2nd Quarter Accounts Receivable Report

1. **Next Board Meeting**

The next meeting of the Board will be held onApril 18, 2012, beginning at 8:30 AM.

1. **Adjournment**

There being no further business, a motion to adjourn was made (Tom Bott) and seconded (Jan Case). The motion carried, andthe Board adjourned at 10:40 AM.

**Ethics Committee**

1. **Call to Order**

The meeting was called to order at 10:45 AM by Committee Chairman Bott. In attendance were the following: Tom Bott, Jan Case, Linda Gutierrez, and Scott Smith.

1. **New Business**
2. Chairman Bott facilitated a discussion of pertinent updates.
3. **Adjournment**

There being no further business, a motion to adjourn was made (Jan Case) and seconded

(Scott Smith). The motion carried, and the Ethics Committee adjourned at 11:30AM.

Respectfully submitted,

Jan C. Case

Secretary