**Minutes**

**LLPVRC Board Meeting**

**June 18, 2013**

1. **Call to Order**

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

1. **Approval of Previous Minutes**

The minutes of the January 22, 2013 meeting of the Board were approved as written.

1. **File Reviews**
2. New Applicants: The application of Michael Scullin was approved.
3. Provisionals: Carolyn Green and Margaret Baudendistel have completed their supervisory requirements.
4. **CEU Reviews**

There were no CEU Requests to be reviewed.

1. **New Business**
2. The Board reviewed and approved payment for invoices submitted by Steve Glusman,
3. A request from LARP for the mailing list of LRC’s was denied, citing previous Board responses to similar requests.
4. The contract of Heather Watson was reviewed and enthusiastically approved with much gratitude to be conveyed to Heather by the Board.
5. The domain agreement for lrcboard.org was reviewed and approved for renewal at the 10-year renewal cost of $140.
6. A discussion of current Board member term expirations was conducted.
7. A discussion of the Scopes of Practice of various professions was discussed, particularly with regard to the somewhat questionable reported practice of certain professions (e.g., nursing) continuing to provide services that are regarded as essential components in the Scope of Practice for Rehabilitation Counselors. In consultation with licensed vocational rehabilitation counselors, further discussions of this matter will be held.
8. **Old Business**
9. Additional checks were signed.
10. The following correspondence/actions were noted as completed and/or submitted:

\*3rd Quarter Legal Costs Paid Report

\*3rd Quarter Accounts Receivable Report

\*3rd Quarter Office of Risk Management Risk Exposure Reporting Form

\*Minutes from the July 31, 2012 and November 13, 2012 Board meetings were submitted to the

 Louisiana State Documents Depository Program.

\*Form 1096 and Form 1099 were completed and sent to the IRS.

\*Taxable and Nontaxable Fringe Benefits Report

\*OSRAP Survey – Accounting and Financial Reporting Service Concession Arrangements

\*State Civil Service Agency Contact System Information Update Form

1. **Next Board Meeting**

The next meeting of the Board will be held on October 15, 2013, beginning at 10:00 AM.

1. **Adjournment**

There being no further business, a motion to adjourn was made (Tom Bott) and seconded (Jan Case). The motion carried, and the Board adjourned at 12:30 PM.

**Ethics Committee**

1. **Call to Order**

The meeting was called to order at 12:35 PM by Committee Chairman Bott. In attendance were the following: Tom Bott, Jan Case, Mary Walker, and Linda Gutierrez.

1. **New Business**
2. The Committee discussed a request for opinion regarding the ethical guidance/prudence of initiating vocational services prior to a client reaching MMI. The Committee found that there is no ethical or factual basis to prevent the initiation of such services prior to a client reaching MMI. In addition, best ethical practices suggest that the counselor take care to conduct thorough consultations with the pertinent medical care providers in each case prior to the initiation of such services.
3. **Adjournment**

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

(Linda Gutierrez). The motion carried, and the Ethics Committee adjourned at 12:50 PM.

Respectfully submitted,

Jan C. Case

Secretary