

Minutes
LLPVRC Board Meeting
August 12, 2016

I. Call to Order

The meeting was called to order at 10:25 AM by Board Chairman Smith. In attendance were the following: Linda Gutierrez, Tom Bott, and Scott Smith.

II. Approval of Previous Minutes

The minutes of the December 15, 2015 meeting of the Board were approved as written.

III. File Reviews

- A. New Applicants: The Applications of Kimberly Paige, Beth Smith and Samantha Williamson were approved.
- B. Provisional Applicants: Sarah Bergeron, Karen Bernard-Cole and Cheryl Abana-Emmer were approved for full licensure.

IV. CEU Reviews

Program applications submitted by Carthy Guillet, Tommy Sanders, Daryel Prust and Jan Case were approved. Kerri Palmer was given 60 days to submit additional information for her program application.

V. New Business

- A. The Board reviewed and approved the invoice submitted by Steve Glusman.
- B. The Board approved Heather Watson's contract and also approved a 15% raise to \$28.75 per hour.
- C. The Board reviewed James Tardie's request and sent him a letter requesting justification from his treating physician or mental health care provider including supporting documentation as to why he was unable to maintain his license.
- D. The Board voted to allow the LWC to put a link to our website on their website.
- E. The Board discussed the need to get a new contract from Steve Glusman for his legal services.

VI. Old Business

- A. Additional checks were signed.
- B. Claire Heusinger was approved for reciprocal licensure effective April 27, 2016.
- C. Blair Frazier was approved for provisional licensure effective April 1, 2016.
- D. The following correspondence/actions were noted as completed and/or submitted:
 - 2nd Quarter Legal Costs Paid Report
 - 2nd Quarter Accounts Receivable Report
 - 2nd Quarter Office of Risk Management Risk Exposure Reporting Form
 - Equal Employment Opportunity Policy
 - Boards and Commissions Information Update form for the Committee on Senate & Governmental Affairs
 - Taxable and Nontaxable Fringe Benefits Report
 - 3rd Quarter Legal Costs Paid Report
 - 3rd Quarter Accounts Receivable Report
 - 3rd Quarter Office of Risk Management Risk Exposure Reporting Form
 - 4th Quarter Legal Costs Paid Report
 - 4th Quarter Accounts Receivable Report
 - 4th Quarter Office of Risk Management Risk Exposure Reporting Form
 - OSRAP Web Portal for AFR Data Entry Authorized Users form

VII. Next Board Meeting

The next meeting of the Board will be held on March 17, 2017, beginning at 10:00 AM.

VIII. Adjournment

There being no further business, a motion to adjourn was made (Tom Bott) and seconded (Linda Guiterrez). The motion carried, and the Board adjourned at 11:25 AM.

Respectfully submitted,

Heather Watson
Administrative Assistant