

## WVBOC Board Meeting

### Minutes

November 16, 2023

Conference Call @ 2pm  
(605) 475-4844, Access Code 181771#

#### Board Members:

Holly Harvey, Chairman  
Jeff Summers, Vice Chairman  
Terry Chambers, Investigative Officer  
Karl Boone, Secretary  
Ruth Lemmon, Public Member

#### Board Members

##### Present:

Holly Harvey  
Jeff Summers  
Terry Chambers  
Karl Boone  
Ruth Lemmon

#### Others Present:

Adriana Marshall, Assistant  
Attorney General  
Amy Farley, Executive Director  
Barry Stowers, D.C., Past Board  
Chairman

- Call to Order  
Holly Harvey called the meeting to order at 2:00pm
- Mission Statement
- Approval of Minutes from Board Meeting held on August 3, 2023
  - Motion made by Ruth Lemmon to approve the minutes,
  - Jeff Summers – 2<sup>nd</sup> motion
- Investigative Officer's Report
  - Motion made by Jeff Summers to enter Executive Session to discuss active informal complaints regarding advertising and billing, and potential employment of suspended D.C.
  - Karl Boone – 2<sup>nd</sup> motion
  - Motion made by Terry Chambers to close Executive Session
  - Karl Boone – 2<sup>nd</sup> motion
- Old Business
  - I. Clarification of mandated hours (online and/or in-person) – illnesses
    - Holly Harvey elaborated that we need a policy regarding requirements of continuing education hours during times of illness or inability to complete in-person hours.
    - Jeff Summers will draft a policy for the next meeting.
- New Business
  - I. Approval of P-Card (purchasing card) expenditures for August, September, & October 2023; and review of Board's Cash Balance
    - Motion made by Karl Boone to approve P-Card expenditures and Cash Balance
    - Holly Harvey – 2<sup>nd</sup> motion
  - II. Request from Brittany Canady to distribute survey to D.C.'s on behalf of Marshall University

- Board members agreed to distribute the survey.
- **Motion made by Jeff Summers to distribute.**
- **Karl Boone – 2<sup>nd</sup> motion**

III. Hypnosis & Biofeedback Email from Dr. Honacker

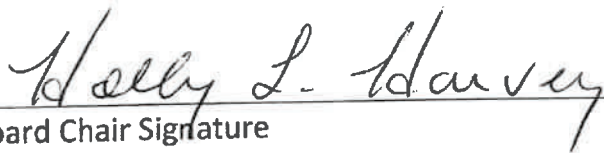
- Holly Harvey asked if we should keep 100 Hours for Hypnosis; Jeff Summers has researched hypnosis training and has found that 75 Hours are required for certification and suggested that we reflect the decrease of the required hours to 75.
- Jeff Summers researched classes for Biofeedback and found that there is only 1 certifying agency (BCIA), which requires 42 hours.
- **Motions made by Jeff Summers:**
- **Holly Harvey – 2<sup>nd</sup> motions:**
  1. **Decrease required hours for Hypnosis to 75.**
  2. **Accept the BCIA 42 required hours for Biofeedback for certification and add to Specialties section in Handbook.**

IV. Executive Director's Report

V. Next Board Meeting is February 1, 2024, including the Jurisprudence Examination, 8:00am, South Charleston, Fairfield Inn

➤ Adjournment

- Jeff Summers made a motion to adjourn the meeting; Holly Harvey – 2<sup>nd</sup> motion. Adjourned at 3:30pm.



Board Chair Signature

2-14-24

Date