

**PROFESSIONAL COUNSELOR SECTION
TELECONFERENCE/VIRTUAL MEETING MINUTES
FEBRUARY 13, 2017**

PRESENT: Allison Gordon, Kathleen Miller, Tammy Scheidegger, Monica Vick

STAFF: Dan Williams, Executive Director; Laura Smith, Bureau Assistant; and other DSPS Staff

CALL TO ORDER

Allison Gordon, Chair, called the meeting to order at 1:00 p.m. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

MOTION: Tammy Scheidegger moved, seconded by Kathleen Miller, to approve the agenda as published. Motion carried unanimously.

APPROVAL OF THE MINUTES OF OCTOBER 24, 2016

MOTION: Kathleen Miller moved, seconded by Monica Vick, to approve the minutes of October 24, 2016 as published. Motion carried unanimously.

CLOSED SESSION

MOTION: Tammy Scheidegger moved, seconded by Kathleen Miller, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85 (1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (ss.19.85(1)(b), Stats. and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and, to confer with legal counsel (s.19.85(1)(g), Stats.). The Chair read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Allison Gordon-yes; Tammy Scheidegger; Kathleen Miller-yes; Monica Vick-yes. Motion carried unanimously.

The Section convened into Closed Session at 1:02 p.m.

RECONVENE TO OPEN SESSION

MOTION: Tammy Scheidegger moved, seconded by Kathleen Miller, to reconvene into open session. Motion carried unanimously.

The Section reconvened into Open Session at 1:26 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Kathleen Miller moved, seconded by Tammy Scheidegger, to affirm all motions made and votes taken in closed session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)

DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

Proposed Stipulation(s), Final Decision(s) and Order(s)

16 CPC 036 – K.M.K.

MOTION: Kathleen Miller moved, seconded by Tammy Scheidegger, to accept the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Kelly M. Keller, DLSC case number 16 CPC 036. Motion carried unanimously.

16 CPC 025 – B.R.M.

MOTION: Tammy Scheidegger moved, seconded by Monica Vick, to accept the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Brian R. Messman, DLSC case number 16 CPC 025. Motion carried unanimously.

(Allison Gordon, Chair, recused herself and did not participate in deliberation and voting in the matter concerning Brian R. Messman, Respondent – DLSC case number 16 CPC 025.)

Case Closings

MOTION: Tammy Scheidegger moved, seconded by Monica Vick, to close the following DLSC cases for the reasons outlined below:

1. 16 CPC 023 – Insufficient Evidence
2. 16 CPC 032 – No Violation

Motion carried unanimously.