

**IDAHO LICENSING BOARD OF PROFESSIONAL COUNSELORS AND
MARRIAGE AND FAMILY THERAPISTS**

Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 10/29/2012

BOARD MEMBERS PRESENT: Dorothy Ann Spenner, LCPC, LMFT - Chair
Jon W. Glick, M.Ed.
Judith A Crews, Ph.D.
Piper Anne Field, MA, LMFT
Edmund L. Sperry

BOARD MEMBERS ABSENT: Nina J. Woods, M.Ed.

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, Legal Counsel
Jean Uranga, Prosecuting Attorney
Cherie Simpson, Management Support
Debbie Sexton, Technical Records Specialist II

OTHERS PRESENT: Heather Tustison, President, Idaho Counseling
Association,
Amy Jones, Idaho Counseling Association,
Public Policy Chair
Matt Geske, Idaho Counseling Association,
Public Policy

The meeting was called to order at 9:02 AM MDT by Dorothy Ann Spenner, LCPC, LMFT.

APPROVAL OF MINUTES

Mr. Glick made a motion to approve the minutes of July 30 & 31, 2012 as amended and September 10, 2012 as written. It was seconded by Ms. Field. Motion carried.

AGENDA

Mr. Glick made a motion to amend the agenda to add COU-2011-12/13 as the information was just received for the Board to review. It was seconded by Ms. Field. Motion Carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. She said that the proposed rules are linked to the Board's website. People had until October 24, 2012 to comment on the proposed rules. The Board received no written comments. The rules will proceed to the Legislature for consideration.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board has a cash balance of \$58,233.76 as of 9/30/2012.

DISCIPLINE

Mr. Glick recused himself in the case of COU-2011-10.

Ms. Uranga presented a Stipulation and Consent Order in case COU-2011-10. Ms. Field made a motion to approve the Consent Order and allow the Board Chair to sign on behalf of the Board. It was seconded by Dr. Crews. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case COU-2012-13. Ms. Field made a motion to approve the Consent Order and allow the Board Chair to sign on behalf of the Board. It was seconded by Mr. Glick. Motion carried.

Ms. Field made a motion to approve the course from Dr. Curtis Garner at NNU in regard to case COU-2012-13. It was seconded by Mr. Sperry. Motion carried.

Ms. Uranga presented a memorandum regarding case numbers COU-2013-2, COU-2013-1, and COU-2012-21. After discussion, the Board gave recommendations for appropriate discipline.

INVESTIGATIVE REPORT

Ms. Peel gave the investigative report, which is linked above.

FOR BOARD DETERMINATION

Ms. Field made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2012-40. It was seconded by Dr. Crews. Motion carried.

Dr. Crews made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2012-41. It was seconded by Mr. Glick. Motion carried.

Ms. Field made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2013-2. It was seconded by Mr. Sperry. Motion carried.

Mr. Sperry made a motion to accept the Findings of Facts, Conclusions of Law and Final Order in the case of COU-2013-4 and allow the Board Chair to sign on behalf of the Board. It was seconded by Ms. Field. Motion carried.

The Board reviewed a supervision report in regard to COU-2010-18 and requested additional information.

The Board discussed a supervision template for supervisor reports. Mr. Sperry said that Utah had a good checklist for supervisors. Dr. Crews will work with the Bureau to develop a template.

The Board reviewed a supervision report in regard to COU-2011-8.

The Board reviewed a supervision report in regard to COU-2011-12 & 13.

EXECUTIVE SESSION

Ms. Field made a motion that the Board go into executive session to discuss pending litigation with counsel per Idaho Code 67-2345(1)(f). The purpose of the executive session was to discuss the pending litigation. Seconded by Mr. Sperry, motion carried. Individual vote for this motion was: Mr. Glick, aye; Ms. Field, aye; Ms. Spenner, aye; Dr. Crews, aye; and Mr. Sperry, aye. Motion carried.

Dr. Crews made a motion to enter regular session. Seconded by Ms. Field, motion carried. Individual vote for this motion was: Mr. Glick, aye; Ms. Field, aye; Ms. Spenner, aye; Dr. Crews, aye; and Mr. Sperry, aye. Motion carried.

The Board noted for the record that the court accepted the Stipulation for Dismissal in the case of Crista Favazza vs IBOL & the Board. The case has been dismissed by the court with prejudice.

OLD BUSINESS

The Board discussed the proposed rules and noted that no comments were received.

Ms. Spenner updated the Board regarding a draft from the Children and Families in the Court Committee of the court's proposed rule for parenting evaluations. The rules will be posted on the CFCC website to solicit public input.

NEW BUSINESS

DISTANCE COUNSELING

The Board discussed distance counseling and developing a subcommittee. Ms. Spenner will draft a letter to the associations to get some names of people who may be willing to participate in the subcommittee to review distance counseling.

The Board is also interested in talking with the chairs of the Psychology and Social Work boards.

ROLE OF THE SUPERVISOR

The Board discussed the role of the supervisor and said there should be a contract between the supervisor and supervisee. Ms. Spenner will draft a list of significant items to be included in a contract between supervisor and supervisee and add it to the frequently asked questions link on the web.

RECORD RETENTION

The Board discussed record retention for practitioners and noted the Board's laws and rules do not address record retention and that a person should consult their legal counsel.

The Board broke for lunch at 12:00 PM.

The Board reconvened at 1:00 PM.

ETHICS CONTINUING EDUCATION

The Board reviewed Rule 425.01 in regard to ethics continuing education and determined that ethics may be obtained through an approved webinar as long as it is in "live time" and a person can "interact" with the instructor and participants. It must meet those components in order to qualify for the ethics continuing education.

Mr. Glick made a motion to approve webinars that are in real time where a person can interact with the instructor and participants for ethics continuing education. It was seconded by Dr. Crews. Motion carried.

The Board reviewed correspondence from Karen Glaeser regarding continuing education received from an online program. The Board said it did not meet all of the components of being in "live time" and "interacting" with the instructor and participants and therefore it would be considered online and limited to 10 hours.

EXECUTIVE SESSION

Mr. Glick made a motion by that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Ms. Field. The vote was: Mr. Glick, aye; Ms. Spenner, aye; Dr. Crews, aye; Ms. Field, aye; and Mr. Sperry, aye. Motion carried.

Ms. Fields made a motion to enter regular session. Seconded by Mr. Sperry, motion carried. The vote was: Mr. Glick, aye; Ms. Spenner, aye; Dr. Crews, aye; Ms. Field, aye; and Mr. Sperry, aye. Motion carried.

Mr. Sperry made a motion to allow Linda Graf to complete all her continuing education online. It was seconded by Dr. Crews. Motion carried.

Ms. Field made a motion to grant a continuing education waiver to Anne Patton for the 2011 – 2012 audit period. It was seconded by Dr. Crews. Motion carried. Mr. Sperry opposed.

The Board reviewed correspondence from Cathlin Berreth in regard to regionally accredited colleges and universities. No further action was taken.

The Board reviewed revisions made to addendum II on the application. Ms. Field made a motion to approve addendum II as amended. It was seconded by Mr. Sperry. Motion carried.

Ms. Field updated the Board on the Association of Marital and Family Therapy Regulatory Boards (AMFTRB) and Council on Licensure, Enforcement and Regulation (CLEAR). Some of the highlights included, background checks, ongoing supervision for supervisors, minimum standards, competency based continuing education model, and military exemptions.

The Board discussed the possibility for working on a policy for policy development including for writing rules and will follow-up at a future meeting.

The Board discussed the January 23-26, 2013 Idaho Counselor Association (ICA) conference being held in Coeur d'Alene, Idaho. Dr. Crews and Ms. Woods will be attending and giving a presentation for the Board.

Mr. Glick made a motion to adjourn the meeting at 2:56 PM. It was seconded by Dr. Crews. Motion carried.

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BOARD MEMBERS ABSENT: Nina J. Woods, M.Ed.

BUREAU STAFF: Tana Cory, Bureau Chief
Maurie Ellsworth, Legal Counsel
Debbie Sexton, Technical Records Specialist

The meeting was called to order at 9:00 AM MDT by Dorothy Ann Spenner, LCPC, LMFT.

The Board continued the discussion from the previous day regarding the Children and Families in the Court Committee and the court's proposed rule for parenting evaluations. Ms. Spenner will take the Board's suggestions back to Ms. Howard.

EXECUTIVE SESSION

Mr. Glick made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Dr. Crews. The vote was: Mr. Glick, aye; Ms. Spenner, aye; Dr. Crews, aye; and Ms. Field, aye. Motion carried.

Mr. Sperry joined the meeting at 10:20 AM.

Mr. Glick made a motion to come out of executive session. It was seconded by Ms. Field. The vote was: Mr. Glick, aye; Ms. Spenner, aye; Dr. Crews, aye; Ms. Field, aye; and Mr. Sperry, aye. Motion carried.

APPLICATIONS

Dr. Crews made a motion to approve the following for licensure:

CLANCY SEREN M	LCPC-5108
PROFIC JENNIFER	LCPC-5110
TADLOCK HOWARD LEVERNE	LCPC-5117
STRONG KRISTINA	LCPC-5118
ELDERKIN ANITA R	LCPC-5122
LEDBETTER CHRISTINE	LCPC-5126
NAVARRO ANABEL	LCPC-5130
DOMANSKA-MIVILLE WIESIA	LCPC-5133
DEPALATIS RAY SHELDON	LCPC-5135
ALLEN SARAH KATE-CZAJA	LCPC-5136
MEE MELISSA J	LCPC-5144
ROBB RACHEL	LCPC-5145
PATRICK LISA L	LCPC-5146
KINMAN RAYMAN	LCPC-5151
MURRAY MARION	LMFT-4645
BERENS HILLARY M	LMFT-5102
SHILATI MINOO	LMFT-5103
FIELDS JANECE	LMFT-5140
ALVAREZ LAURA	LPC-5072
BEDDOES BRYAN	LPC-5105
STEELE MAJA M	LPC-5109
GRAY ERIN K	LPC-5113
SCOTT JENNIFER D	LPC-5114
STOFFLE PHILIP DEAN	LPC-5116
SIMPSON ROBIN MARIE	LPC-5119
SMOTHERMAN RACHELLE	LPC-5120

BANNAN DEBORAH G	LPC-5121
LEE GREGORY R	LPC-5128
SCHIFFELBEIN AARON D	LPC-5129
WORDEN NICOLE JOY	LPC-5131
WHITE KIMBERLY M	LPC-5139
SWIFT HAILEY LYN	LPC-5141
BOURNER MEGAN	LPC-5147
SYRIA MELISSA D	LPC-5148
FRIES JENNIFER LYN	LPC-5153
CAMPBELL STACY ANN	LPC-5156

It was seconded by Mr. Glick. Motion carried.

Mr. Glick made a motion to table the following applications until additional information could be sent in for the Board to review.

901123412
901119841
901025265
901115361
901033954
901123493

It was seconded by Dr. Crews. Motion carried.

Mr. Glick made a motion to approve the following applications pending additional information submitted to the Bureau for review.

901123356
901123437
901123233
901059828
901123490
901121876
901123220

It was seconded by Ms. Field. Motion carried.

Mr. Sperry made a motion to deny the following applicants due to not meeting the requirements for licensure in Idaho.

Lawrence Horne
Karli Sullivan
Lindsey Thomas
Lois Gates

It was seconded by Mr. Glick. Motion carried.

Mr. Glick made a motion to rescind a previous motion to deny applicant 901122777 and table actions until the additional requirements requested by the Board have been completed and submitted for the Board to continue its review. It was seconded by Dr. Crews. Motion carried.

ADJOURNMENT

Mr. Glick made a motion to adjourn the meeting at 2:52 PM. It was seconded by Dr. Crews. Motion carried.

NEXT MEETING

The next meeting was scheduled for February 11 & 12, 2013 at 9:00 AM MDT at the Bureau of Occupational Licenses.

FUTURE MEETING DATES

May 20 & 21, 2013

Dorothy Ann Spenner, LCPC, LMFT, Chair Jon W. Glick, M.Ed.

Nina J. Woods, M.Ed.

Judith A Crews, Ph.D.

Piper Anne Field, MA, LMFT

Edmund L. Sperry

Tana Cory, Bureau Chief