

**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 10/28/2013**

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

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

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, Legal Counsel  
Jean Uranga, Prosecuting Attorney  
Debbie Sexton, Technical Records Specialist II

**OTHERS PRESENT:** Sean Nixon, LPC, ICA – IDAMFC President  
Steven Lanzet, LMFT, LCPC, CSAT-S, -  
Distance Counseling Committee

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

**APPROVAL OF MINUTES**

Mr. Glick made a motion to approve the minutes of July 29 & 30, 2013 as amended. It was seconded by Ms. Field. Motion carried.

**LEGISLATIVE REPORT**

Ms. Cory gave the legislative report. She said that the proposed law change, which is to establish by rule the standards and requirements for the use of communication technology in the practice of counseling and marriage and family therapy, including supervision, has been posted to the Board's website.

**FINANCIAL REPORT**

Ms. Cory gave the financial report, which indicated that the Board has a cash balance of \$80,042.07 as of September 30, 2013.

## **DISCIPLINE**

Ms. Uranga presented a memorandum regarding case numbers COU-2014-3, COU-2014-2, and COU-2014-4. After discussion, the Board gave recommendations for appropriate discipline.

Ms. Uranga presented a Stipulation and Consent Order in case COU-2012-20. Mr. Glick made a motion to approve the Consent Order and allow the Board Chair to sign on behalf of the Board. It was seconded by Ms. Sterling. Motion carried.

Dr. Crews joined the meeting via telephone.

Mr. Glick recused himself in the matters of COU-2013-14 and COU-2013-8

Ms. Uranga presented a Stipulation and Consent Order in case COU-2013-14. Dr. Crews made a motion to approve the Consent Order and allow the Board Chair to sign on behalf of the Board as amended. It was seconded by Ms. Sterling. Motion carried.

Ms. Uranga presented a Default Order in case COU-2013-8. Ms. Field made a motion to allow the Board Chair to sign the Default Order on behalf of the Board. It was seconded by Dr. Crews. Motion carried.

Ms. Field made a motion to approve the Findings of Facts, Conclusions of Law and Final Order in the case of COU-2013-8. It was seconded by Ms. Sterling. Motion carried.

Dr. Crews was excused from the meeting.

Ms. Uranga presented a Stipulation and Consent Order in case COU-2013-11. Mr. Glick made a motion to approve the Consent Order and allow the Board Chair to sign on behalf of the Board. It was seconded by Ms. Field. Motion carried.

The Board discussed authorizing the administrative attorney to enter default orders. Ms. Field moved to authorize the administrative attorney to sign default orders. It was seconded by Mr. Glick. Motion carried.

## **INVESTIGATIVE REPORT**

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

## **FOR BOARD DETERMINATION**

Mr. Glick made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2013-16 and I-COU-2013-17. It was seconded by Ms. Sterling. Motion carried.

Mr. Glick made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2013-40 and I-COU-2013-41 with a warning letter. It was seconded by Ms. Field. Motion carried.

Ms. Field made a motion to accept the Findings of Fact, Conclusions of Law and Final Order in case COU-2014-5 as corrected. It was seconded by Mr. Glick. Motion carried.

The Board reviewed a supervision report in regard to case COU-2011-10.

The Board reviewed a supervision report and report to the Board in regard to case COU-2012-22.

The Board reviewed correspondence from J. John Andersen. Mr. Glick moved to accept payment arrangements in regard to case COU-2012-17. It was seconded by Ms. Sterling. Motion carried.

Mr. Glick made a motion to add COU-2013-10 to the agenda due to the fact it was inadvertently left off. It was seconded by Ms. Sterling. Motion carried.

Mr. Ellsworth presented case COU-2013-10 to the Board. Mr. Glick moved to accept the Findings of Fact, Conclusions of Law and Recommended Order as amended. It was seconded by Ms. Sterling. Motion carried.

Ms. Field made a motion that any identifying information be redacted from case COU-2013-10 Findings of Fact, Conclusions of Law. It was seconded by Mr. Glick. Motion carried.

Ms. Sterling made a motion for discipline in case COU-2013-10 to revoke the right to renew, pay costs and fees associated with proceedings and within 30 days pay a \$1,000 fine. It was seconded by Mr. Glick. Motion carried.

## **NEW BUSINESS**

### **Interns**

The Board reviewed correspondence from Pam VanDerDoes in regard to intern permits. Ms. Spenner will draft a response that states the Board's charge is to protect the public by ensuring minimum qualifications are met to practice. If someone thinks there needs to be a change in those qualifications, they may want to talk to the association.

## **Policy for Rule Development**

Ms. Field discussed developing a policy for rule development. Ms. Spenner and Ms. Field will work together to outline a process.

## **CORRESPONDENCE**

The Board reviewed correspondence from Roberta Crockett in regard to the “Fall 2013 IMHCA (Idaho Mental Health Counselor Association) Ethics Training” that granted three hours of ethics continuing education for a workshop on utilizing the new DSM5. The Board requested additional information from IMHCA Board members and ethics Co-Chairs, Dana Hunt-Unruh and Melanie Person, and will revisit this once the information has been received.

The Board reviewed correspondence from David Kleist in regard to the mission statement on the Board’s homepage. Ms. Spenner and Ms. Field will draft some new language and bring it back to the Tuesday meeting for Board approval.

The Board reviewed correspondence from Elizabeth Mathes in regard to backing up client notes and missing notes. The Board requested Ms. Sexton draft a letter that refers Ms. Mathes back to the ACA Code of Ethics and to consult with a private attorney.

The Board reviewed correspondence from David Atkins and requested the syllabus be sent for the courses he attended for continuing education. Ms. Sexton will follow-up for clarification.

The Board reviewed correspondence from Michelle Klar requesting a waiver of the face-to-face ethics due to currently living in Doha, Qatar. The Board granted the request to obtain ethics online. Ms. Klar will need to submit a request each year for the Board to review.

The Board reviewed correspondence from Warm Springs Training Institute regarding continuing education that had been provided during the 2013 year. Mr. Glick moved to accept the continuing education workshops. It was seconded by Ms. Sterling. Motion carried.

The Board broke for lunch at 12:30 PM MDT.

The Board reconvened at 1:30 PM MDT.

The Board reviewed an email from Ms. Hunt-Unruh that arrived during the lunch break in response to the Boards request for information about the IMHCA ethics workshop. Upon review of her email, the workshop syllabus attached, and continued discussion, the Board acknowledged that while it is commendable for IMHCA to offer training in the DSM5, the Board did not find that the workshop

met the ethics criteria. Ms. Field made a motion to inform IMHCA that the Board does not find the content of the DSM5 workshop to meet the ethics criteria. Realizing licensees have already taken this workshop thinking it could be used for the three hours of ethics required for licensure, the Board will accept those hours for ethics through the November 15, 2013 workshop which is the last date the workshop is listed on the IMHCA website. After that the workshop will not be accepted for ethics continuing education. The Board is removing IMHCA from the approved provider list and they will need to submit a continuing education application for any workshops that will be given in order to obtain approval for continuing education courses offered to licensees. The Board recommends IMHCA notify past attendees that the workshop does not meet the ethics criteria and recommends they take another course and also suggests IMHCA introduce an ethics component to any workshops not yet given. It was seconded by Mr. Glick. Motion carried.

The Board reviewed correspondence from Jason Beard regarding CPT codes. The Board noted its role is the protection of the public and this is not a Board issue. The Board suggested the issue be taken up with a professional association or whoever defines the codes.

### **Distance Counseling**

Steven Lanzet updated the Board regarding the distance counseling committee. They are continuing to reach out to other interested parties and working on distance counseling recommendations and will provide the Board with updates as needed.

### **AASCB**

Mr. Glick made a motion to pay the annual American Association of State Counseling Boards (AASCB) dues. It was seconded by Ms. Field. Motion carried.

### **Conferences**

#### **AMFTRB & AAMFT**

Ms. Spenner updated the Board on the Association of Marital and Family Therapy Regulatory Board (AMFTRB) and American Association for Marriage and Family Therapy (AAMFT) conferences she attended. A few of the topics included a review of the common complaints and distance learning.

#### **Idaho Association for Marriage & Family Therapy (IDAMFT)**

The presentation by Ms. Spenner and Ms. Field included the updated Board PowerPoint. The most recent rule changes regarding Informed Consent and the 2012 AAMFT Code of Ethics were reviewed, and there was a period for questions from the participants.

## Council on Licensure, Enforcement and Regulation (CLEAR)

The pre-conference board member training was very informative and valuable. Some of the highlights of the main conference included presentations on Just Culture Principles in regulatory practices (create a learning culture, create an open and fair culture, design safe systems, manage behavioral choices); Right Touch Regulation (public protection that identifies problems before risk occurs, quantifies risk when present, focuses on desired outcome when possible, and uses discipline focused regulation only when necessary); regulators' response to incapacity and providing a path to treatment, recovery, and re-entry into practice; balance between public protection and the right to earn a living; and regulators' approaches to continuing competency and standards of practice, as opposed to standards of qualification and entry to practice.

### **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 Ms. Sterling. The vote was: Ms. Spenner, aye; Ms. Field, aye; Mr. Glick, aye; and Ms. Sterling, aye. Motion carried.

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

### **ADJOURNMENT**

Ms. Field made a motion to adjourn the meeting at 4:45 PM MDT. It was seconded by Ms. Sterling. Motion carried.

## **Board Meeting Minutes of 10/29/2013**

**BOARD MEMBERS PRESENT:** Dorothy Ann Spenner, LCPC, LMFT - Chair  
Jon W. Glick, M.Ed.  
Piper Anne Field, MA., LMFT  
Barbara Sterling

**BOARD MEMBERS ABSENT:** Judith A Crews, Ph.D.  
Nina J. Woods, M.Ed.

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

**OTHERS PRESENT:** Dana Hunt-Unruh, LCPC – VIA Phone

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

The Board reviewed the mission statement and new language on the Board's webpage. The Board requested the Bureau update the page to the current language.

The Board reviewed the letter to be sent to IMHCA regarding continuing education and approved it to be sent out.

### **EXECUTIVE SESSION**

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

### **IMHCA**

The Board reviewed a revised syllabus received via email from Dana Hunt-Unruh and talked with Ms. Hunt-Unruh via phone regarding the DSM5 continuing education workshop. No further action was taken.

### **APPLICATIONS**

Mr. Glick made a motion to approve the following for licensure:

KASEFANG BRITTANY	LAMFT-5411
ANDERSEN JOE A	LCPC-5168
POWELL STEPHANIE	LCPC-5224
HUDDLESTON SUSAN	LCPC-5379
DAVIDSON KEVIN P	LCPC-5393
VAUGHN GLENN	LCPC-5394
RUMPEL ELIZABETH ANN	LCPC-5399
MCINTYRE KYLE ANNE	LCPC-5400
BELL-SCHELL SARAH MAE	LCPC-5406
KAFKA ERIC ROBERT	LCPC-5409
BLINN INGRID S	LCPC-5413

KELSEY DIANA LYNN	LCPC-5415
DAVIS AMY MAREE	LCPC-5417
JOHNSON ELIZABETH (BETSY) J	LCPC-5420
BUTGEREIT JOHN	LCPC-5421
BOWMAN LATISHA	LCPC-5422
EVANS CODY R	LCPC-5425
LANG ROBERT J	LCPC-5431
ADKINS JOSIE J	LCPC-5435
ONEIL SHIRLEY ANN	LCPC-5439
MINKLER BRHE ANNA	LCPC-5440
BAILLIE RHEANON R	LCPC-5443
MCCONNELL-SOONG LINDSEY	LCPC-5445
ALLEN WHITNEY WARR	LCPC-5451
SMITH MITCHELL T	LCPC-5454
ARABI JUSTINE L	LCPC-5457
GABEHART JUDY D	LCPC-5458
BRADY DANIELLE ROSE	LCPC-5459
SHEAFFER AMY J	LMFT-5404
DAVIDSON LESLIE LYNN	LMFT-5453
OPRIS KRISTIN NOEL HANN	LPC-5392
BAIAMONTE GINA MARIE	LPC-5397
TRANA JULIET MARY	LPC-5398
HALL ANTHONY GRANT	LPC-5402
GALE BROOKE	LPC-5405
DUNDAS HEATHER L	LPC-5407
HUDSON KARA JO	LPC-5408
ELDER KERRY LYNN	LPC-5410
WALKER BRIAN	LPC-5412
JOHNSON MARILEE BLOXHAM	LPC-5414
SHEDDEN DANIELLE J	LPC-5416
GRACE CARLA	LPC-5424
LETOURNEAU JADE L. H.	LPC-5426
ARNZEN TONI L	LPC-5428
BACA-SPRY ALEXIS ANN	LPC-5430
PENTTILA AMANDA M	LPC-5432
PAYNE KRISTIN MARIE	LPC-5434
SMITH NACONA N	LPC-5436
CAIRNS TWYLA RENE	LPC-5437
GESS JENNIFER M	LPC-5438
FEHRER KRISTIN HELEN	LPC-5441
MARTIN MICHELLE H.	LPC-5442
HILLMANN NINA	LPC-5444
CRAMER JOHN PRESTON	LPC-5447
YOUNGER LUCAS GLEN	LPC-5450
DONAHUE EMILY MARGARET	LPC-5456



It was seconded by Ms. Field. Motion carried.

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

901119615  
901124544  
901121876  
901129786  
901129832  
901129947  
901128900

It was seconded by Ms. Sterling. Motion carried.

Mr. Glick moved to table the following application(s) until additional information has been submitted for the Board to review.

901122992

It was seconded by Ms. Sterling. Motion carried.

Mr. Glick moved to deny Dwayne Kruse and Sally Hall licensure due to not meeting the requirements in Idaho as noted in the application. It was seconded by Ms. Sterling. Motion carried.

**NEXT MEETING** was scheduled for February 10 & 11, 2014.

## **ADJOURNMENT**

Mr. Glick made a motion to adjourn the meeting at 4:42 PM MDT. It was seconded by Ms. Field. Motion carried.

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

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Nina J. Woods, M.Ed.

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Judith A Crews, Ph.D.

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Piper Anne Field, MA., LMFT

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Barbara Sterling

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Tana Cory, Bureau Chief