

**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 2/10/2014**

**BOARD MEMBERS PRESENT:** Piper Anne Field, LMFT– Vice-Chair/Acting Chair  
Jon W. Glick, M.Ed., LCPC  
Nina J. Woods, M.Ed., LCPC  
Judith A Crews, Ph.D.

**BOARD MEMBERS ABSENT:** Dorothy Ann Spenner, LCPC, LMFT - Chair  
Barbara Sterling

**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 Assistant  
Debbie Sexton, Technical Records Specialist II

**OTHERS PRESENT:** Kendal Tucker, ICA – President  
Sean Nixon, IDAMFC – President  
Kristen Lister, IMHCA – President- Via Phone  
Portia Rauer, Attorney  
Heather Tustison, ICA – Past President  
Melanie Person, IMHCA – Co-Chair Ethics  
Committee  
Dana Hunt-Unruh, IMHCA – Co-Chair Ethics  
Committee  
Jennifer Browning, IMHCA – President Elect

The meeting was called to order at 9:00 AM MST by Piper Anne Field, MA., LMFT.

**APPROVAL OF MINUTES**

Mr. Glick made a motion to approve the minutes of October 28 & 29, 2013. Mr. Glick amended his motion to approve the minutes of October 28 & 29, 2013 as corrected. It was seconded by Dr. Crews. 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 had passed the House and the Board would be notified when it was scheduled in the Senate.

## **FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board has a cash balance of \$88,774.06 as of 1/31/2014.

## **DISCIPLINE**

Ms. Uranga presented a memorandum regarding case number COU-2014-2. Mr. Glick made motion to close case COU-2014-2. It was seconded by Dr. Crews. Motion carried.

Ms. Uranga presented a memorandum regarding case numbers COU-2014-6, COU-2014-7, COU-2014-14, COU-2014-12, COU-2014-8, COU-2014-10 and COU-2014-17. After discussion, the Board gave recommendations for appropriate discipline.

Ms. Uranga presented a memorandum regarding case number COU-2014-16. Mr. Glick made motion to close case COU-2014-16 with a warning letter. It was seconded by Ms. Woods. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case COU-2013-12. Mr. Glick made a motion to approve the Consent Order and allow the Vice-Chair/Acting Chair to sign on behalf of the Board. It was seconded by Ms. Woods. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case COU-2013-15. Mr. Glick made a motion to approve the Consent Order and allow the Vice-Chair/Acting Chair to sign on behalf of the Board. It was seconded by Ms. Woods. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case COU-2014-3. Mr. Glick made a motion to approve the Consent Order and allow the Vice-Chair/Acting Chair to sign on behalf of the Board. It was seconded by Ms. Woods. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case COU-2014-4. Mr. Glick made a motion to approve the Consent Order and allow the Vice-Chair/Acting Chair to sign on behalf of the Board. It was seconded by Ms. Woods. Motion carried.

## **INVESTIGATIVE REPORT**

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

### **FOR BOARD DETERMINATION**

Ms. Woods made a motion to approve the Bureau's recommendation and authorize closure in case COU-2014-13 and send a warning letter. It was seconded by Mr. Glick. Motion carried.

The Board reviewed a supervision report in regard to case COU-2011-10. The Board reviewed correspondence in the case of COU-2011-10. Dr. Crews made a motion to remove Ms. Batt-Lincoln from probation. It was seconded by Ms. Woods. Motion Carried. Mr. Glick abstained from voting.

The Board reviewed supervision reports in regard to cases COU-2012-5, COU-2012-22, and COU-2013-11.

The Board reviewed correspondence and an informed consent in regard to COU-2013-14. Dr. Crews made a motion to accept the informed consent. It was seconded by Ms. Woods. Motion Carried. Mr. Glick abstained from voting.

The Board reviewed a request for payment arrangements in the case of COU-2010-18. Ms. Woods made a motion to reject the settlement proposal and to offer the respondent a payment plan of \$100 per month until it is paid in full. It was seconded by Mr. Glick. Motion Carried.

### **EXECUTIVE SESSION**

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

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

The Board reviewed a request for reconsideration for applicant # 901129934. No action was taken.

### **OLD BUSINESS**

The Board reviewed the to do list.

Ms. Field gave an update regarding the policy development and passed out a template for the Board to review and discuss at a future meeting.

## **NEW BUSINESS**

The Board discussed a letter that was received from the State Board of Education regarding the dissolution of the North Central Association of Colleges and Schools. Ms. Field and Dr. Crews will do some research to determine which accrediting body should be listed in the rules and discuss it at the next meeting.

The Board reviewed correspondence from Vanessa Ford for the Idaho Association for the Treatment of Sexual Abusers (IATSA) in regard to being listed as an approved continuing education provider. The Board is currently reviewing the continuing education process. Dr. Crews made a motion to respond back letting Ms. Ford know that at this time IATSA can fill out an application to be listed as an approved CE provider through the National Board for Certified Counselors (NBCC) or from another approved entity listed on the Board's website. Otherwise it would need to submit a CE application to the Board in order for the workshop/conference to be approved for CEs.

The Board reviewed correspondence from Carl Greenberg in regard to providing out-of-state supervision for someone who is going to be licensed in Idaho. The Board noted it does not have jurisdiction over supervisors in another state and cannot "register" them as a supervisor in Idaho if they do not hold an Idaho license. The supervision would need to be substantially equivalent to what Idaho requires and the Board does not approve supervision hours until a completed application has been submitted for the Board to review. Ms. Field will draft a response.

## **EXECUTIVE SESSION**

Dr. Crews 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 Mr. Glick. The vote was: Mr. Glick, aye; Dr. Crews, aye; Ms. Woods, aye; and Ms. Field, aye. Motion carried.

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

## **Continuing Education**

Ms. Woods made a motion to deny the request to waive CEs for Ingrid Koloski. Ms. Koloski would need to meet the continuing education requirements outlined in Rule 425. It was seconded by Dr. Crews. Motion carried.

Mr. Glick made a motion to allow Michelle Klar to get all her CEs online from an approved provider while she is living out of the country. It was seconded by Dr. Crews. Motion carried.

The Board broke for lunch at 12:00 PM.

The Board reconvened at 1:00 PM.

The Board reviewed the annual dues for the Association of Marital and Family Therapy Regulatory Boards (AMFTRB). Dr. Crews made a motion to pay the annual dues. It was seconded by Ms. Woods. Motion carried.

Mr. Glick made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(f) to discuss threatened litigation with counsel under the Idaho Public Records Law. The purpose of the Executive Session was to discuss threatened litigation by IMHCA. It was seconded by Ms. Woods. The vote was: Mr. Glick, aye; Dr. Crews, aye; Ms. Woods, aye; and Ms. Field, aye. Motion carried.

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

Dana Hunt-Unruh addressed the Board in regard to reinstating the Idaho Mental Health Counselor Association (IMHCA) as a Board approved continuing education provider for licensed professional counselors and marriage and family therapists.

Mr. Glick made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(f) to discuss threatened litigation with counsel under the Idaho Public Records Law. The purpose of the Executive Session was to discuss threatened litigation by IMHCA. It was seconded by Ms. Woods. The vote was: Mr. Glick, aye; Dr. Crews, aye; Ms. Woods, aye; and Ms. Field, aye. Motion carried.

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

Dr. Crews made a motion to reply to IMHCA stating it can provide regular continuing education workshops/conferences without prior approval from the Board; however, it would need to submit an approval application for any ethics continuing education workshops/conferences. The Board will revisit this matter in one (1) year. The motion included sending a second letter outlining the Board's rationale and how it came to the original decision at the October 2013 meeting. It was seconded by Ms. Woods. Motion carried. Ms. Field will draft the letters for the Board to review.

## **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; Dr. Crews, aye; Ms. Woods, aye; and Ms. Field, aye. Motion carried.

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

## **ADJOURNMENT**

Mr. Glick made a motion to adjourn the meeting at 4:07 PM. It was seconded by Dr. Crews. Motion carried.

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Nina J. Woods, M.Ed., LCPC  
Judith A Crews, Ph.D.

**BOARD MEMBERS ABSENT:** Dorothy Ann Spenner, LCPC, LMFT - Chair  
Barbara Sterling

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Maurie Ellsworth, Legal Counsel  
Debbie Sexton, Technical Records Specialist II

The meeting was called to order at 9:00 AM MST by Piper Anne Field, MA., LMFT.

## **NEW BUSINESS**

The Board reviewed and discussed the draft letters to be sent to IMHCA. Ms. Field will make the changes for the Board to review.

## **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. Woods. The vote was: Mr. Glick, aye; Dr. Crews, aye; Ms. Woods, aye; and Ms. Field, aye. Motion carried.

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

## **APPLICATIONS**

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

FONTES MARTICE	LAMFT-5182
HARDY AMEE E.	LCPC-5460
ZUCCO FRANCES M	LCPC-5467
OAKLEY JOHN L	LCPC-5471
WOOD JULIA CLAIRE	LCPC-5485
KUSY BRYANT JUDSON	LCPC-5488
PADDEN KEVIN P	LCPC-5496
STARK JAXSON L	LCPC-5501
KASERMAN MELINDA	LCPC-5507
TEETER JAMIE JEWELL	LCPC-5511
HUFFER JOHN B	LCPC-5513
NIECE MATTHEW RICHARD	LCPC-5515
BOYES RICK	LCPC-5517
ZIMMERMAN MARY MIKELL	LCPC-5518
OTTOSEN DENISE K	LCPC-5519
MANWILL DIANE COPELAN	LMFT-5466
KRAPFL JULIE NICHOLE	LMFT-5478
SMITH DIANNE EASTON	LMFT-5489
BRENNER TARA NOEL ANNA	LPC-5339
HORSLEY SHERRI LYNN	LPC-5462
HORN ANGELA M	LPC-5463
PITRE JULIE	LPC-5474
PARKER BRENDA LEE	LPC-5475
BALL KYLEE LYNN VIENNA	LPC-5480
APPLEGATE DANIEL E	LPC-5481
HALL KAREN A	LPC-5483
CRANNEY ESTHER RENEE	LPC-5484
GUZMAN JENNIFER R	LPC-5486
CHAPIN NANCY J	LPC-5487
MCARTHUR DAWN L	LPC-5492
BADGER ZACHARY DOUGLAS	LPC-5493
SCHIRO LISA KAYE	LPC-5494
HURD SHANNON A	LPC-5498
ABERCROMBIE KASEY M	LPC-5503
CRITCHFIELD JOHN C	LPC-5520

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.

901117207  
901131300  
901118233  
901130877  
901131335  
901131344  
901131417  
901130975  
901104062  
901114009  
901130396  
901131397  
901128391

It was seconded by Ms. Woods. Motion carried.

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

901128900  
901119465

It was seconded by Ms. Woods. Motion carried.

Mr. Glick made a motion to deny Debbie Nunez licensure due to not meeting the requirements in Idaho as noted in the application. It was seconded by Ms. Woods. Motion carried.

## **NEW BUSINESS**

The Board reviewed and approved continuing education applications.

The Board discussed correspondence from Patty Bolinger regarding an upcoming continuing education workshop. The Board requested Ms. Sexton reply back directing Ms. Bolinger to ISCA, since it is an approved provider and responsible for the presentation.

The Board reviewed correspondence from Eve Foster regarding supervision. The Board requested Ms. Sexton to reply back directing Ms. Foster to Rule 150.02 and the Evaluation and Verification of Supervised Hours form.

The Board discussed sending a letter to the currently approved continuing education providers and will follow-up at the next meeting.

Dr. Crews made a motion to have Ms. Sterling attend the NBCC conference. It was seconded by Mr. Glick. Motion carried.

The Board reviewed the letters to be sent to IMHCA. Mr. Glick made a motion to send the letters to Ms. Rauer and cc Dana Hunt-Unruh, Melanie Person, and Kristen Lister attaching the appropriate correspondence and authorizing the Vice-Chair/Acting Chair to sign on behalf of the Board. It was seconded by Dr. Crews. Motion carried.

### **MEETING DATES**

May 19 & 20, 2014

July 28 & 29, 2014

### **ADJOURNMENT**

Dr. Crews made a motion to adjourn the meeting at 4:15 PM. It was seconded by Ms. Woods. 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