

**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 5/19/2014**

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

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

**OTHERS PRESENT:** Sean Nixon – President – Idaho Association of  
Marriage and Family Counseling  
Kendal Tucker – President – Idaho Counseling  
Association

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 February 10 & 11, 2014 as amended. It was seconded by Dr. Crews. Motion carried.

Ms. Field made a motion to approve the minutes of March 11, 2014. It was seconded by Mr. Glick. Motion carried.

**LEGISLATIVE REPORT**

Ms. Cory gave the legislative report. She said that Lynda Bennett from Mountain States Group is also working on telemedicine issues and Representative Rusche had mentioned that boards working with this issue may want to contact Ms. Bennett. Representative Rusche also sponsored and the Legislature passed a concurrent resolution directing the Department of Health and Welfare to convene a council to coordinate and develop a comprehensive set of standards, policies, rules and procedures for the use of telemedicine and telemedicine in Idaho. Ms.

Cory said all proposed law changes are due August 1 and proposed rule changes are due the third week in August for the 2015 session.

## **FINANCIAL REPORT**

Ms. Cory gave the financial report, which indicated that the Board has a cash balance of \$95,548.57 as of 4/30/2014.

## **DISCIPLINE**

Ms. Uranga presented a memorandum regarding case number COU-2014-22. Ms. Woods made a motion to close case number COU-2014-22. It was seconded by Mr. Glick. Motion carried.

Ms. Uranga presented a memorandum regarding case number COU-2014-11. Dr. Crews made a motion to close case number COU-2014-11 with a letter of reprimand. It was seconded by Ms. Woods. Motion carried.

Ms. Uranga presented a memorandum regarding case number COU-2014-18. After discussion, the Board gave recommendations for appropriate discipline.

Ms. Uranga presented a Stipulation and Consent Order in case COU-2014-14. 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. Uranga presented a Stipulation and Consent Order in case COU-2014-6. 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.

## **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-2013-11. It was seconded by Mr. Glick. Motion carried.

Mr. Glick made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2013-19. It was seconded by Ms. Field. Motion carried.

Ms. Woods made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2013-24. It was seconded by Mr. Glick. Motion carried.

Mr. Glick made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2013-34. It was seconded by Ms. Woods. Motion carried.

Ms. Field made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2013-42. It was seconded by Mr. Glick. Motion carried. Dr. Crews recused herself in the matter of I-COU-2013-42.

Dr. Crews made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2014-1 & 2. It was seconded by Ms. Field. Motion carried.

Mr. Glick made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2014-25. It was seconded by Ms. Woods. Motion carried.

Ms. Field made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2014-30. It was seconded by Ms. Sterling. Motion carried.

Mr. Glick made a motion to approve the Notice of Violation and Settlement Order RE: Continuing Education in case I-COU-2014-15 and allow the Board Chair to sign on behalf of the Board. It was seconded by Dr. Crews. Motion carried. Ms. Field recused herself in the matter of I-COU-2014-15.

The Board reviewed supervision reports in regard to cases COU-2010-18, COU-2012-5, COU-2012-22, COU-2013-11, and COU-2013-15.

The Board reviewed correspondence in regard to case number COU-2014-4. Ms. Field made a motion to extend the payment deadline until July 10, 2014. It was seconded by Dr. Crews. Motion carried.

Mr. Ellsworth discussed the Objection to Fees and Costs in case number COU-2012-21 with the Board. The Board reviewed the record of proceedings in the case, including the affidavits of the prosecutor and the state. Ms. Woods made a motion to deny the appeal for reduction of fees and costs and find that the fees and costs were reasonable and justified and to direct Mr. Ellsworth to prepare an order that they be paid by March 18, 2015 and authorize the Board Chair to sign on behalf of the Board. It was seconded by Ms. Field. Motion carried.

## **OLD BUSINESS**

The Board reviewed the to do list.

### **Accrediting Bodies**

The Board reviewed an email from the State Board of Education regarding the dissolution of North Central Association of Colleges and Schools (NCA). There are two accrediting bodies, The Higher Learning Commission (HLC) and The

Commission of Accreditation of School Improvement (CASI). Ms. Cory, Mr. Ellsworth, and Mr. Hales will follow-up with the State Board of Education and Dr. Crews to determine which accrediting body should be listed in the rules and will bring information back to the Board at its next meeting.

### **Policy Development**

Ms. Field discussed a template in regard to a policy for rule development which the Board could use as a tool when considering proposed laws and rules.

### **Continuing Education**

The Board discussed continuing education and providers of continuing education. The rules require that homestudy and online education must be pre-approved or from a pre-approved provider. The Board has a list of approved providers on its webpage for online and homestudy. Additionally, continuing education that is not online or homestudy offered by other providers may be acceptable as long as it is germane to the practice of counseling or therapy. Ms. Spenner will draft language to clarify continuing education for the Board's frequently asked questions and continuing education webpages.

### **NEW BUSINESS**

The Board broke for lunch at 12:00 PM MDT.

The Board reconvened at 1:15 PM MDT.

The Board presented Ms. Woods with a plaque and thanked her for her hard work, dedication, and service to the Board.

The Board discussed the upcoming change to Rule 238.03.c Supervised Marriage and Family Therapy Experience. Effective July 1, 2014 a minimum of one hundred (100) hours post-graduate supervision must be obtained from a registered marriage and family therapist supervisor. The Board noted any applications post-marked prior to June 30, 2014 would still fall under the old rule.

Kendal Tucker updated the Board on distance counseling. Currently the committee consists of Kendal Tucker, Steven Lanzet, Susan Perkins, and Marlene Strong. Ms. Tucker suggested having a member of the Board on the committee. The Board thanked Ms. Tucker and the committee for the work it is doing.

### **Proposed Laws and Rules Suggestions**

The Board discussed Rule 4, Incorporation by Reference and suggested 004.03 Guidelines be removed as the AAMFT Approved Supervision Designation Handbook does not apply to the Boards supervision requirements.

The Board discussed adding “face-to-face may include a face-to-face setting provided by a secure live electronic connection between the supervisor and supervisee” to Rule 225.

The Board discussed a change to Statutes 54-3405B Associate Marriage and Family Licensure and 54-3405C License Marriage and Family requirements which would consider a degree from a program accredited by the Commission on Accreditation for Marriage and Family Therapy Education (COAMFTE), or the Council for Accreditation of Counseling and Related Education Programs (CACREP) as having met the required 39 semester credits of coursework in 6 areas. The law would still require 60 graduate semester credits.

The Board also discussed taking the requirements for the Associate Marriage and Family Therapists and Licensed Marriage and Family Therapists out of law and putting them in rule.

The Board will consider these changes in the future.

## **CORRESPONDENCE**

The Board reviewed correspondence from Curtis Garner regarding the ACA Code of Ethics. Currently Rule 4.01 requires licensees to abide by the 2005 ACA Code of Ethics. The Board suggested making students aware of the 2014 revisions to the ACA Code of Ethics while noting the rules still require adherence to the 2005 Code. The Board may be proposing a rule change in the future and suggested watching the website for more information and updates.

The Board reviewed a draft of the proposed revisions to the AAMFT Code of Ethics. Ms. Field will fill out the online survey and also draft a letter regarding the Board’s comments to be sent out prior to August 1, 2014.

The Board reviewed correspondence from Alyse Anekstein asking if supervision could count towards the 1500 direct client contact hours required to be registered as a supervisor in Idaho. The Board said supervision is not a counseling activity and the 1500 hours needs to be direct client contact as a counselor.

## **ADJOURNMENT**

Mr. Glick made a motion to adjourn the meeting at 4:15 PM. It was seconded by Dr. Crews. Motion carried.

## **Board Meeting Minutes of 5/20/2014**

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

**BUREAU STAFF:** Maurie Ellsworth, Legal Counsel  
Debbie Sexton, Technical Records Specialist II

**OTHERS PRESENT:** Lisa Simonson – applicant

### **NEW BUSINESS**

The Board reviewed the revised applications for licensure. Dr. Crews made a motion to approve the revisions as amended and add them to the web. It was seconded by Ms. Woods. Motion carried.

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

### **APPLICATIONS**

Ms. Field made a motion to table applicant # 901126344 pending additional information submitted for the Board to review. It was seconded by Dr. Crews. Motion carried.

Mr. Glick made a motion to table the following applicants pending additional information submitted to the Board for review.

901117630  
901132426  
901132302  
901133373

901132808

It was seconded by Dr. Crews. Motion carried.

Ms. Woods made a motion to approve the following applicants for licensure pending additional information submitted to the Bureau of Occupational Licenses.

901116523

902231925

901133045

901128503

901133208

It was seconded by Mr. Glick. Motion carried.

Ms. Woods made a motion to approve the following for licensure:

RATCLIFFE GARY COLE	LAMFT-5590
GODFREY SUZANNE	LCPC-5170
NEARMAN JOANNE	LCPC-5505
FINLEY GRETCHEN R	LCPC-5524
LARSON ARTHEA JOY	LCPC-5528
UDESEN JEAN LINDA	LCPC-5529
STEVENSON DANIEL R	LCPC-5536
WAKELEY ROBERT G	LCPC-5541
GRIFFITH MARGARET K	LCPC-5542
HALL BRENDA LYNEA	LCPC-5546
MARTIN JULIE R	LCPC-5551
HANSEN WILLIAM A	LCPC-5553
WALL CHARLAYNE	LCPC-5560
PASSALACQUA LESLIE ANN	LCPC-5564
ELSASSER TRINA	LCPC-5569
CHRISTENSEN AMY M	LCPC-5577
NUBILE WAYNE	LCPC-5579
RANSOM ROBERT L	LCPC-5581
DONALDSON STEPHANIE A	LCPC-5582
SZUDERA JOHN W	LCPC-5584
GESTRIN DEIDRE	LCPC-5585
SPENGLER MICHAEL THOMAS	LCPC-5587
LARSON ARTHEA JOY	LMFT-5526
WHELAN ANITA	LMFT-5531
HIGGINS DERREL J	LMFT-5576
TANNER GALEN L	LMFT-5589
JOHANSEN MATTHEW D	LPC-5268
CLEMENTS EMILY ALINGS	LPC-5504
LAIRD IAIN H	LPC-5514

GINGERICH JACQUELINE	LPC-5523
KEZELE WILLIAM	LPC-5527
SHAVER FRITZLEY KATIE	LPC-5538
KLUPENGER NICOLE	LPC-5539
DODGE TERRI JEAN	LPC-5540
WALSH DANIELLE MARIE	LPC-5544
DOLINAR SHELLEY BROOKE	LPC-5548
BARRETT DANIEL K	LPC-5549
STEPHENS SHILOH DAWNE	LPC-5554
SYMONDS MELISSA	LPC-5562
MINOGUE LAURA E	LPC-5567
TAYLOR ELIZABETH	LPC-5572
BAXTER GINA L	LPC-5573
HINES BEVERLY JEAN	LPC-5574
JOHANNESSEN AMY	LPC-5580
MCINTYRE ROBERT	LPC-5583
SALINAS BARBARA ANNE	LPC-5591

It was seconded by Mr. Glick. Motion carried.

### **Conferences**

Mr. Glick made a motion for Ms. Spenner to attend the NBCC conference. It was seconded by Ms. Field. Motion carried.

The Board discussed the American Marriage and Family Therapy Regulatory Boards (AMFTRB) conference that is held in conjunction with the Council on Licensure, Enforcement and Regulation (CLEAR) conference. The Board will decide at the July meeting who should attend but requested Ms. Sexton make hotel reservations in advance.

Ms. Field made a motion for Mr. Glick and Ms. Sexton to attend the January 2015 American Association of State Counseling Boards (AASCB) conference. It was seconded by Ms. Woods. Motion carried.

The Board reviewed a draft frequently asked question regarding continuing education. Ms. Field made a motion to add the language to the Board's frequently asked questions and continuing education link. It was seconded by Mr. Glick. Motion carried.

**NEXT MEETING** was scheduled for July 28 & 29, 2014 at 9:00 AM MDT.

### **ADJOURNMENT**



Ms. Woods made a motion to adjourn the meeting at 2:57 PM MDT. It was seconded by Mr. Glick. Motion carried.

---

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

---

Nina J. Woods, M.Ed., LCPC

---

Judith A Crews, Ph.D.

---

Piper Anne Field, MA., LMFT

---

Barbara Sterling

---

Tana Cory, Bureau Chief