

**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 5/5/2016**

**BOARD MEMBERS PRESENT:** Piper Field, LMFT - Chair  
Dennis M Baughman, LCPC  
Steven I Lanzet, LCPC, LMFT  
Dorothy A Spenner, LCPC, LMFT

**BOARD MEMBERS ABSENT:** Judith A Crews, PH.D  
Barbara Sterling

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, General Counsel  
Mitchell Toryanski, Legal Counsel  
Jean Uranga, Prosecuting Attorney  
Deborah Sexton, Management Assistant  
Pam Rebolo, Technical Records Specialist

**OTHERS PRESENT:** Sean Nixon, Idaho Counseling Association  
Gemma Utting, Idaho MFT Association  
Michelle Hopkins, ID Counseling Association  
Stephanie Alvarez, Idaho MFT Association

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

**APPROVAL OF MINUTES**

Ms. Spenner made a motion to approve the minutes of 2/25/2016 as corrected. It was seconded by Mr. Baughman. Motion carried.

**LEGISLATIVE REPORT**

Mr. Toryanski updated the Board on the rules approved 3/25/16. The 2015 AAMFT Code of Ethics has been incorporated into the rules and new rules for counselor and therapist supervisors regarding continuing education are updated and added to the website.

Mr. Toryanski said that in response to the U.S. Supreme Court case North Carolina Board of Dental Examiners v. Federal Trade Commission, the Governor's proposed legislation passed and goes into effect July 1, 2016. It does the following: 1. Allows the Governor to consider recommendations made by associations or any individuals residing in the state and allows him to appoint any qualified individual to Idaho boards; 2. Provides that all board members serve at the Governor's pleasure; and 3. Provides for at least one consumer member on every board.

## **FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$137,666.01 as of 4/30/2016.

## **DISCIPLINE**

Ms. Uranga presented a memorandum regarding case numbers COU-2016-15, COU-2016-14 and COU-2016-16. After discussion, the Board gave recommendations for appropriate discipline.

Ms. Uranga presented a memorandum regarding case number COU-2016-17. After discussion, Mr. Lanzet made a motion to authorize closure with a warning letter. It was seconded by Mr. Baughman. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case COU-2016-5. Ms. Spenner 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. Baughman. Motion carried.

## **INVESTIGATIVE REPORT**

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

## **FOR BOARD DETERMINATION**

Mr. Lanzet made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2015-38. It was seconded by Mr. Baughman. Motion carried.

Mr. Baughman made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2016-3. It was seconded by Ms. Spenner. Motion carried.

Ms. Spenner made a motion to recommend the Board send a warning letter reminding the respondent that according to the rules they must adhere to the ACA Code of Ethics and authorize closure in cases I-COU-2016-13; I-COU-

2016-14; I-COU-2016-15, I-COU-2016-16. It was seconded by Mr. Lanzet. Motion carried.

Mr. Baughman made a motion to authorize closure with an advisory letter in case I-COU-2016-24. It was seconded by Mr. Lanzet. Motion carried.

Ms. Peel presented a memorandum in case number COU-2016-12. The Board tabled COU-2016-12 until additional information is received.

Ms. Peel presented a request for a reinstatement of a license. Ms. Spenner made a motion to recommend reinstatement of the LCPC license in case number COU-2012-5. It was seconded by Mr. Baughman. Motion carried.

The Board reviewed the following supervision reports:

COU-2014-6  
COU-2014-26  
COU-2015-3

### **CONSENT ORDER TEMPLATE**

Ms. Peel presented a draft of a consent order template for the Board to review to be used in disciplinary cases with the Board.

### **DISCIPLINARY SANCTIONS REVIEW**

Ms. Peel presented disciplinary sanction guidelines from three different states for the Board to review and recommended a subcommittee be appointed to assist her if the Board wants to adopt disciplinary guidelines. The Board discussed the advantages and disadvantages of adopting guidelines. An email will be sent to the Psychologist and Social Work Boards to see if there is any interest in creating guidelines.

### **OLD BUSINESS**

To Do List – The Board reviewed the to do list.

LUNCH BREAK 12:10 – 1:10

### **TELEHEALTH GUIDELINES**

Mr. Baughman presented the subcommittee's draft of the telehealth guidelines and resources to the Board. The Board questioned the difference between guidelines and rules. Mr. Ellsworth stated that guidelines are not enforceable whereas rules are. Mr. Ellsworth suggested a change in the introductory paragraph. Ms. Field suggested that the Board should provide guidance in this

new draft and it would be helpful to publish the guidelines on the website. Mr. Baughman will revise the draft and bring it back to the Board for review on 5/6/16.

## **NEW BUSINESS**

### **ASSOCIATION OF MARITAL AND FAMILY THERAPY REGULATORY BOARD (AMFTRB) PROPOSED TELETHERAPY DRAFT GUIDELINES REVIEW**

The Board reviewed the proposed guidelines submitted by AMFTRB who requested feedback by June 1, 2016, so suggestions can be discussed at AMFTRB's annual meeting in September. Ms. Field will provide feedback to be forwarded to AMFTRB.

## **CE TAB**

The Board decided to add the new requirements for continuing education for registered supervisors to information on the Continuing Education tab on the Board website. A link will be added to the new rules.

## **CONTINUING EDUCATION APPROVAL APPLICATION**

The Board reviewed and suggested changes to modify the current Application for Approval of Continuing Education to clarify the Board's requirements. Mr. Baughman made a motion to revise the Continuing Education Application and authorize Mr. Lanzet to work with the Bureau to complete it. It was seconded by Mr. Lanzet. Motion carried.

## **CORRESPONDENCE**

The Board reviewed correspondence from Mr. Ogden regarding continuing education for ethics and the LMFT licensure. Ms. Spenner will respond.

The Board reviewed correspondence from Mr. Ross regarding continuing education. Mr. Baughman will respond.

The Board reviewed correspondence from Ms. Tustison regarding advanced supervision training. Ms. Field will respond.

## **CONFERENCE ATTENDANCE AND UPDATES**

Ms. Spenner will be attending the National Board for Certified Counselors (NBCC) conference in May.

## **ASSOCIATION OF MARITAL AND FAMILY THERAPY REGULATORY BOARD (AMFTRB) ANNUAL MEMBERSHIP DUES**

Ms. Spenner made a motion to pay the membership dues in the amount of \$500 for AMFTRB. It was seconded by Mr. Baughman. Motion carried.

### **EXECUTIVE SESSION**

Mr. Baughman made a motion that the Board go into executive session under Idaho Code § 74-206(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. Spenner. The vote was: Mr. Lanzet, aye; Mr. Baughman, aye; Ms. Spenner, aye; and Ms. Field, aye. Motion carried.

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

### **ADJOURNMENT**

Mr. Lanzet made a motion to adjourn the meeting at 4:00 P.M. It was seconded by Ms. Spenner. Motion carried.

### **Board Meeting Minutes of 5/6/16**

**BOARD MEMBERS PRESENT:** Piper Field, LMFT - Chair  
Dennis M Baughman, LCPC  
Steven I Lanzet, LCPC, LMFT  
Dorothy A Spenner, LCPC, LMFT

**BOARD MEMBERS ABSENT:** Judith A Crews, PH.D  
Barbara Sterling

**BUREAU STAFF:** Maurie Ellsworth, General Counsel  
Mitchell Toryanski, Legal Counsel  
Deborah Sexton, Management Assistant  
Pam Rebolo, Technical Records Specialist

The meeting was called to order at 9:04 AM MDT by Piper Field, LMFT.

## **UPDATED TELEHEALTH GUIDELINES**

Ms. Spenner made a motion to approve the Board Telehealth Guidelines as revised and post on the website. It was seconded by Mr. Baughman. Motion carried.

## **EXECUTIVE SESSION**

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

## **APPLICATIONS**

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

ADAMS KEELY	LCPC-6157
ALLMAN CHERYL	LPC-6131
ANDERSON KATIE MARIE	LCPC-6150
BERGSTROM EMILY	LPC-6167
BOOTH CATHLEEN	LPC-6144
BRISCOE BARBARA	LPC-6145
BRUE K JASON	LPC-6143
BURKMAN MAKAYLA	LPC-6171
BYNUM JOSHUA	LPC-6173
CHASE SALLY	LCPC-6197
CLEMENS RIKKI V	LPC-6169
CORNWALL KAMI	LPC-6051
CROWELL-LONGMAN KARI	LPC-6186
KATSEANES LOGAN	LPC-6164
KINCAID DONALD	LPC-6138
KIRKAPTRICK DENISE	LPC-6152
KUENZLI ANDREA	LPC-6132
LANGELLIER KRISTEN	LPC-6165
MACDONALD ANGELA	LPC-6162
MICHAUD KATHLEEN M	LPC-6079
NELSON STEPHEN E	LPC-6158
PIRON ABIGAIL H	LCPC-6174
RAPP MARISA	LPC-6148

RAWLINGS CHRISTOPHER	LMFT-6136
RHUMAN LAUREEN K	LCPC-6160
ROBERTS DAVID	LPC-6178
SEVERSON JULIE	LCPC-6151
SMITH KAREN	LCPC-6177
SULLIVAN RYAN	LPC-6139
TURNER SHAWN M	LPC-6030
WALKER BRIAN	LCPC-6183

It was seconded by Ms. Spenner. Motion carried.

Mr. Baughman made a motion to approve applications pending additional information submitted to the Bureau:

901113417  
901144410  
901144754  
901144863  
901144949  
901144951  
901144987  
901144992  
901144995  
901144997  
901145034  
901145089  
901145093  
901145095  
901145096  
901145126

It was seconded by Ms. Spenner. Motion carried

Mr. Baughman made a motion to approve the following application pending additional information submitted to the Bureau:

901144789

It was seconded by Ms. Spenner. Motion carried.

Ms. Spenner made a motion to table the following applications until additional information has been submitted for the Board to review:

901127254  
901139247  
901143693

901145090

It was seconded by Mr. Lanzet. Motion carried.

**NEXT MEETING** was scheduled for July 14 and 15, 2016.

**ADJOURNMENT**

Mr. Lanzet made a motion to adjourn the meeting at 10:25 A.M. It was seconded by Ms. Spenner. Motion carried.

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Piper Field, LMFT, Chair

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Dennis M Baughman, LCPC

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Barbara Sterling

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Steven I Lanzet, LCPC, LMFT

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Dorothy A Spenner, LCPC, LMFT

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Judith A Crews, PH.D

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Tana Cory, Bureau Chief