

**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 7/14/2016

BOARD MEMBERS PRESENT: Piper Field, LMFT- CHAIR
Steven I Lanzet, LCPC, LMFT
Dorothy A Spenner, LCPC, LMFT
Judith Crews, Ph.D.
Dennis M Baughman, LCPC

BOARD MEMBERS ABSENT: Barbara Sterling

BUREAU STAFF: Tana Cory, Bureau Chief
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, General Counsel
Deborah Sexton, Management Assistant
Pam Rebolo, Technical Records Specialist I

OTHERS PRESENT: Sean Nixon, ICA
Ami Owen, IDAMFT
Brian Smith, IMHCA
Stephanie Alvarez, IDAMFC
Merrie Asher
Lori Lodge, ICA

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 5/5/16. It was seconded by Mr. Baughman. Motion carried.

Mr. Lanzet made a motion to approve the minutes of 6/2/16. It was seconded by Mr. Baughman. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. She stated that the Board was not working on any proposed law or rule changes for the 2017 Legislature.

FINANCIAL REPORT

Ms. Cory gave the financial report, which indicated that the Board had a cash balance of \$144,744.15 as of 6/30/16.

FY 2017 CONTRACT

Ms. Cory reviewed the FY 2017 contract with the Board. Ms. Spenner made a motion to approve the contract and authorize the Chair to sign. It was seconded by Mr. Baughman. Motion carried.

DISCIPLINE

Ms. Uranga presented a memorandum regarding case numbers COU-2016-18; COU-2016-19; COU-2016-20, and COU-2016-13. 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. Spenner made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2015-42 and I-COU-2016-9. It was seconded by Mr. Baughman. Motion carried.

Ms. Spenner made a motion to accept the Findings of Fact, Conclusions of Law and Final Order and authorize the Chair to sign in case COU-2016-21. It was seconded by Mr. Baughman. Motion carried.

The Board reviewed the following supervision reports:

COU-2014-26
COU-2012-21
COU-2015-3

Ms. Spenner made a motion to release from probation case COU-2012-21. It was seconded by Dr. Crews. Motion carried.

Ms. Spenner made a motion to designate Mr. Lanzet as a board representative to speak with Mr. Adkins regarding decision making ethical decisions in case COU-2015-3. It was seconded by Dr. Crews. Motion carried.

INFORMED CONSENT

The Board reviewed the revised Informed Consent form with the licensee in case COU-2016-12.

OLD BUSINESS

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

IMPAIRED PROFESSIONALS

The Board discussed having a state contract for services in regard to impaired professionals. Ms. Cory stated that guidance could possibly be handled through the associations to advocate to the professionals before disciplinary actions would be handled through the Board. Ms. Cory stated that it could possibly require a law change. The Board would like to have a representative from other Boards to discuss the impaired professionals with the disciplinary guidelines. Mr. Lanzet will draft an email addressed to the other Boards to discuss impaired professional processes.

DISCIPLINARY GUIDELINES

The Board discussed inviting the associations to the October Board meeting to be part of a discussion about the need for developing early intervention to assist impaired professionals prior to discipline. Mr. Baughman will draft the invitation.

NEW BUSINESS

SUPERVISOR RECERTIFICATION FORMS AND PROCESS

The Board reviewed the Supervision Recertification Forms and process to implement recent changes to the law that requires supervisors to recertify every five years. Mr. Baughman made a motion to approve the Supervision Recertification forms and process and disseminate them as revised. It was seconded by Ms. Spenner. Motion carried.

EXECUTIVE SESSION

Mr. Lanzet 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 Mr. Baughman. The vote was: Dr. Crews, aye; Ms. Spenner, aye; Ms. Field, aye; Mr. Lanzet, aye; and Mr. Baughman, aye. Motion carried.

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

CORRESPONDENCE

The Board reviewed correspondence from Command Chaplain Philip Park regarding the intern application process while stationed on a military installation in Japan. Mr. Baughman made a motion to direct Bureau staff to contact Command Chaplain Park and discuss the licensure process and identify which license to pursue. It was seconded by Ms. Spenner. Motion carried.

The Board reviewed correspondence from Julie Meza regarding the process of gathering hours while providing telephonic vocational counseling. Mr. Baughman made a motion to direct Bureau staff to write a response to Ms. Meza referring her to the rules on supervision and run the letter by the Chair. It was seconded by Ms. Spenner. Motion carried.

LUNCH BREAK 12:05-1:05

ELECTION OF OFFICERS

Ms. Spenner made a motion to elect Mr. Baughman as the Chairman of the Board. It was seconded by Mr. Lanzet. Motion carried.

Mr. Lanzet made a motion to elect Ms. Field as Vice-Chair of the Board. It was seconded by Ms. Spenner. Motion carried.

CONFERENCE UPDATES AND ATTENDANCE

Ms. Spenner attended the National Board for Certified Counselors (NBCC) conference in Reston, Virginia on May 25, 2016. NBCC discussed Veteran's Affair requirements for providers, Pearson Vue accommodations for testing and ethics related topics.

The Board discussed which Board member was to go to the American Association of State Counseling Boards conference in New Orleans January 11-13, 2017. Mr. Lanzet stated that he was interested in going to the conference. A motion was made to authorize travel for one Board member at the February 25, 2016 Board meeting.

AMERICAN ASSOCIATION OF STATE COUNSELING BOARDS (AASCB) ANNUAL DUES

Dr. Crews made a motion to authorize payment for the AASCB annual dues in the amount of \$900.00. It was seconded by Mr. Baughman. Motion carried.

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

AMEND AGENDA

Mr. Baughman made a motion to amend the agenda to include the date of July 15, 2016, as it was inadvertently left off and the Board has an individual coming in to meet with the Board. It was seconded by Mr. Lanzet. Motion carried.

ADJOURNMENT

Dr. Crews made a motion to adjourn the meeting at 3:55 PM. It was seconded by Mr. Lanzet. Motion carried.

Board Meeting Minutes 7/15/16

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

CORRESPONDENCE

The Board received an email from Jan Rothmeyer asking if she could use the National Clinical Mental Health Counselor Examination (NCHME) studies for her

continuing education credits. Ms. Spenner made a motion to direct Bureau staff to notify Jan Rothmeyer that she can use her test preparation for continuing education referring her to Rule 425.03 (h) regarding home study and up to ten hours online. It was seconded by Dr. Crews. 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 Dr. Crews. The vote was: Ms. Field, aye; Mr. Lanzet, aye; Mr. Baughman, aye; Ms. Spenner, aye; and Dr. Crews, aye. Motion carried.

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

IMPAIRED PROFESSIONAL EMAIL INVITATION

The Board discussed the drafted email invitation to the other Boards in regard to discussing impaired professionals. Ms. Cory explained that the Boards already have an ethical code and that the associations have the ability to set something up and explained the voluntary process versus the Board required process, which is already done through the discipline process. Mr. Lanzet stated that he is looking for a stipulation to address this concern. Ms. Cory stated that the Board already has the ability to do this through the Consent Order. Mr. Baughman asked if the Board would be able to talk with the associations about providing a diversion program. Ms. Cory stated that it would be the decision of the associations. Mr. Baughman requested that the Board place this on the next meeting's agenda and invite the associations to the Board meeting to encourage them to come up with a more formal process to self report and become more proactive with their members so that the Board has less disciplinary action. Mr. Baughman will draft an invitation for Bureau staff to send out.

APPLICATIONS

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

ANOMALAY ASHLEY	LMFT-6295
ARAMBUL BRITTANY LEE	LCPC-6275
ARTERBURN AMBER	LPC-6262
BILLS DALLEN	LPC-6282
BURGESS-ELMER KIRA J	LCPC-6287
CAPURRO ALISON	LPC-6266
DAVEY KATHLEEN	LPC-6305

DONALDSON KACEE	LPC-6263
ELISON CANDICE	LPC-6251
GARN PAUL	LPC-6293
GRIGGS SHANE	LPC-6279
HITE JONATHAN	LPC-6273
HOOKER LUCAS J	LCPC-6207
JENSON AMANDA MARIE	LPC-6244
KRAFFT BREONNA	LPC-6256
KUIPERS RICHIE	LCPC-6281
LOOMIS CAREN	LPC-6265
MATOSSIAN VANESSA	LPC-6260
MOE ERIKA	LPC-6248
MONNIER EMILY MARGARET	LCPC-6296
NORMAN LISA	LPC-6294
NOYES CASSANDRA	LPC-6261
ROSS RUTH	LPC-6278
ROTHMEYER JANICE	LCPC-6264
SCHIRER-TAYLOR JENNIFER	LMFT-6229
SCOVILL MICHAEL J	LCPC-6304
SMITH MELANIE	LPC-6194
STENGEL SARA	LPC-6255
SUMMERING CHRISTINE	LPC-6226
TOLMAN CHRISTINE	LPC-6272
VEAL SYLVIA	LPC-6285
WATERS COLIN	LPC-6309
WATT GINA	LPC-6200
WEIDEMAN SHANE	LPC-6270

It was seconded by Mr. Baughman. Motion carried.

Ms. Spenner made a motion to deny the following application:

Richard Jamil

It was seconded by Dr. Crews. Motion carried

Ms. Spenner made a motion to approve the following application pending additional information:

901134541
901145831
901103822
901146345
901146371
901146501
901146305

901126305
901116798
901133785
901145761
901145824
901144754
901133726
901146384
901146072
901146374
901146423
901128236
901145476
901146416
901146462
901146414
901146247

It was seconded by Mr. Lanzet. Motion carried.

Ms. Spenner made a motion to table the following applications:

901146370
901146242
901146373
901141546
901146420

It was seconded by Mr. Baughman. Motion carried.

NEXT MEETING was scheduled for October 13 and 14, 2016.

ADJOURNMENT

Ms. Spenner made a motion to adjourn the meeting at 11:16 AM. It was seconded by Dr. Crews. Motion carried.

Piper Field, LMFT, Chair

Barbara Sterling

Steven I Lanzet, LCPC, LMFT

Dorothy A Spenner, LCPC, LMFT

Judith Crews, Ph.D.

Dennis M. Baughman, LCPC

Tana Cory, Bureau Chief