

**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 7/20/2017**

**BOARD MEMBERS PRESENT:** Dennis M Baughman, LCPC - Chair  
Sandra Sweesy  
Steven I Lanzet, LCPC, LMFT  
Tami Kammer, LCPC, LMFT  
Judith Crews, Ph.D.  
Piper Field, LMFT

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, General Counsel  
Mitchell Toryanski, Legal Counsel  
Pam Rebolo, Technical Records Specialist I

**OTHERS PRESENT:** Gemma Utting, IDAMFT  
Jamie Van, IMHCA  
Michele Hopkins, IMHCA  
Stephanie Alvarez, IDAMFC  
Lori Lodge, Idaho Counseling Association  
Rebecca Mills, Student NNU

The meeting was called to order at 9:00 AM MDT by Dennis M Baughman, LCPC.

**INTRODUCTION AND WELCOME NEW BOARD MEMBER**

The Board welcomed Tami Kammer, LCPC, LMFT, as the new Board member and introduced bureau staff.

**APPROVAL OF MINUTES**

Dr. Crews made a motion to approve the minutes of 5/18/17 as amended. It was seconded by Ms. Sweesy. Motion carried.

**EXECUTIVE ORDER**

Ms. Cory reviewed the Executive Order issued by Acting Governor Little which requires State agencies to submit a report to the Office of the Governor no later than July 1, 2018. The report will assess whether the licensure requirements are necessary and in the public interest while providing recommendations for improvement, modification or elimination. Ms. Cory also updated the Board on the information and process for public comment which has been added to the Board's website.

Ms. Field made a motion to authorize Mr. Baughman to work with the Bureau on this issue. It was seconded by Dr. Crews. Motion carried.

### **LEGISLATIVE REPORT**

Mr. Toryanski gave the legislative report. He stated that on June 16<sup>th</sup>, the Governor's office approved the legislative idea for the proposed law change. The next step will be to submit the actual language along with a statement of purpose which is due by August 18, 2017. Mr. Toryanski also stated that he will be traveling throughout the state getting Board members together with legislators in their area to introduce them so that the legislators have an understanding of role of the Board.

### **FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$122,330.55 as of 6/30/17.

### **FY 2018 CONTRACT**

Ms. Hall reviewed the FY 2018 contract with the Board. Ms. Field made a motion to approve the FY 2018 contract and authorize the Board Chair to sign it. It was seconded by Mr. Lanzet. Motion carried.

### **DISCIPLINE**

Ms. Uranga presented a memorandum regarding case numbers COU-2017-13, COU-2017-16 and COU-2017-18. After discussion, the Board gave recommendations for appropriate discipline.

Ms. Uranga presented a memorandum regarding case number COU-2017-17. After discussion, Mr. Lanzet made a motion to close COU-2017-17 with an advisory letter. It was seconded by Ms. Field. Motion carried.

Ms. Uranga presented a memorandum regarding case number COU-2017-19. After discussion, Ms. Field made a motion to close COU-2017-19 with an

advisory letter to the respondent and direct her to bring her informed consent into compliance and send it to the Board Chair for review. It was seconded by Ms. Sweesy. Motion carried.

Ms. Uranga presented a supplemental memorandum regarding case number COU-2017-15. After discussion, Mr. Lanzet made a motion to close COU-2017-15 with an advisory letter. It was seconded by Ms. Field. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case COU-2017-3 and COU-2017-4. Dr. Crews made a motion to reject the Stipulation and Consent Order. It was seconded by Ms. Sweesy. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case COU-2017-12. Mr. Lanzet made a motion to accept the Stipulation and Consent Order in case COU-2017-12 with the changes as discussed and authorize the Board Chair to sign. It was seconded by Ms. Field. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case COU-2017-8. Ms. Field made a motion to accept the Stipulation and Consent Order in case COU-2017-8 and authorize the Chair to sign. It was seconded by Ms. Kammer. Motion carried.

Ms. Uranga presented Findings of Fact, Conclusion of Law and Final Order in case COU-2016-8. The Board tabled the Findings of Fact, Conclusion of Law and Final Order until corrections could be made and bring back before the Board later in the meeting.

### **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-2016-55. It was seconded by Dr. Crews. Motion carried.

Ms. Field made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2017-7. It was seconded by Ms. Sweesy. Motion carried.

Ms. Field made a motion to approve the Bureau's recommendation and authorize closure in case I-COU-2017-11. It was seconded by Dr. Crews. Motion carried.

The Board reviewed the following supervision reports:

COU-2015-3  
COU-2016-9

LUNCH BREAK – 12:15 – 1:15

## **OLD BUSINESS**

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

## **DISCIPLINARY SANCTION GUIDELINES**

Mr. Baughman stated the committee is waiting to hear back from the researchers and there was nothing new to report.

## **PROPOSED LAWS AND RULES**

Ms. Field reported that the subcommittee revised the language related to supervised experience in the draft of the proposed changes to Idaho Code 54-3405 ( b ) and 54-3405 ( c ) to reflect the language in the COAMFTE Version 12.0 standards.

## **NEW BUSINESS**

### **LICENSURE PORTABILITY PROCESS AGREEMENT**

The Board received information from the American Counseling Association, American Association of State Counseling Boards (AASCB) and the American Counseling Association (ACA) regarding the licensure portability process agreement. The Board discussed the requirements of portability and compared it with Idaho's endorsement rules, which accept licensure from other states that are substantially equal to Idaho's requirements. Ms. Field asked if portability would lower the standards of Idaho's endorsement requirements or if it would maintain the standards of Idaho's endorsement requirements. Dr. Crews suggested that the Board can discuss portability further at a later date.

### **COUNCIL ON LICENSURE, ENFORCEMENT AND REGULATION CONFERENCE (CLEAR)**

Mr. Lanzet made a motion to add the Board Member Training on September 13 at the CLEAR conference for the Board members who were approved to attend the CLEAR conference. It was seconded by Ms. Field. Motion carried.

### **AMERICAN ASSOCIATION OF STATE COUNSELING BOARDS ANNUAL MEETING**

The American Association of State Counseling Boards (AASCB) annual meeting will be held on January 10-12, 2018 in San Antonio, Texas. Ms. Field made a motion to have one board member attend the conference and pay for travel and expenses. It was seconded by Ms. Sweesy. Motion carried.

## **AMERICAN ASSOCIATION OF STATE COUNSELING BOARDS ANNUAL DUES**

Mr. Lanzet approved the annual dues for AASCB at the \$900 level. It was seconded by Ms. Field. Motion carried.

## **CORRESPONDENCE**

The Board reviewed an email from Trent Gray regarding the order to accumulate supervised hours by a licensed supervisor and clarification if a psychologist supervisor needs the 15 hours of registered supervisor training. The Board will respond stating there is no order in accumulating supervision hours and the psychologist does not have to have the 15 hours of registered supervisor training.

The Board reviewed an email from Amanda Harrington asking if mental health case management hours would count toward the 1,000 hours of supervised experience. The Board recommended to Ms. Harrington that she consult with her supervisor to determine if activities should be considered as direct or indirect hours.

The Board reviewed an email from Tatum Miller regarding rules and guidelines of psychotherapeutic touch. The Board will respond by recommending Ms. Miller review the Idaho statutes and rules related to the practice of professional counseling referencing Idaho Code 54-3401 (10) which provides a definition of the "practice of professional counseling" and Idaho Code 54-3410A which addresses informed consent.

## **EXECUTIVE SESSION**

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

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

## **RULE DRAFT**

Mr. Toryanski brought back the proposed rules with the changes that the Board approved. Dr. Crews made a motion to approve the proposed rules and to submit them to the Governor's Office and to send a postcard to all licensees to notify them of the proposed rule changes to be approved by the Chair. It was seconded by Ms. Kammer. Motion carried.

## **ADJOURNMENT**

Dr. Crews made a motion to adjourn at 4:35 p.m. It was seconded by Ms. Sweesy. Motion carried.

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700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063**

### **Board Meeting Minutes of 7/21/2017**

**BOARD MEMBERS PRESENT:** Piper Field, LMFT  
Sandra Sweesy  
Steven I Lanzet, LCPC, LMFT  
Tami Kammer, LCPC, LMFT  
Judith Crews, Ph.D.

**BOARD MEMBERS ABSENT:** Dennis M Baughman, LCPC - Chair

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Maurie Ellsworth, General Counsel  
Pam Rebolo, Technical Records Specialist

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

## **DISCIPLINE**

Ms. Uranga presented the Findings of Fact and Conclusions of Law and Final Order in case number COU-2016-8. After discussion Ms. Kammer, made a motion to approve the changes in COU-2016-8 and authorize the Chair to sign. It was seconded by Ms. Sweesy. Motion carried.

## **EXECUTIVE SESSION**

Ms. Kammer 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: Dr. Crews, aye; Ms. Sweesy, aye; Ms. Kammer, aye; Ms. Field, aye; and Mr. Lanzet, aye. Motion carried.

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

## **APPLICATIONS**

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

BETZ ASHLEY	LPC-6549
BEZZANT CHRISTOPHER S	LPC-6648
BOOTH ELISHA	LPC-6631
CONNOR KEVIN JAY	LPC-6660
DRAKE JAMES J	LCPC-6640
EDWARDS LUCY ANNE	LPC-6645
GALLAGHER JOSEPH	LPC-6627
GARCIA RHYAN KIM	LCPC-6653
HAMMER SHARON	LPC-6611
LEACH MERINDA	LAMFT-6497
LLOYD ERIKA	LPC-6525
LOUDERBOUGH KRISTIE	LPC-6530
MISNER EMILY	LPC-6610
PLATT VALERIE	LPC-6589
POUNDS NANCY	LPC-6532
REED HAILEY	LPC-6601
SHEELY TIFFANY	LPC-6638
STITES CARMEN	LPC-6628
STOKES ETHAN	LPC-6586
TAYLOR PATRICIA A	LPC-6533
THOMASON LALANIA	LPC-6615
VOYLES TERRI	LPC-6594
WEISS JENNIFER	LPC-6587

It was seconded by Ms. Kammer. Motion carried.

Mr. Lanzet made a motion to approve the following applications for licensure pending additional documentation:

901112075  
901152882

901152826  
901152819  
901097967  
901152043  
901153022  
901151927  
901152986  
901134489  
901152084  
901152071  
901077799  
901151925  
901151804  
901101175  
901067472  
901151608  
901136628  
901134181  
901151839  
901152355  
901152776

It was seconded by Dr. Crews. Motion carried.

Mr. Lanzet made a motion to deny the following applications for licensure:

Lisa Schiro Rule 225.02  
Kristina Kind Rule 150.01 iii 1-8 and Rule 150.02  
Christy Forkenbrock Rule 150.01 (a) iii and Rule 150.02

It was seconded by Dr. Crews. Motion carried.

Mr. Lanzet made a motion to table the following applications for more information:

901151610  
901152689  
901148586  
901152880  
901152841  
901150373

It was seconded by Dr. Crews. Motion carried.

## **ELECTIONS**



Dr. Crews made a motion to elect Mr. Baughman as Chairman. It was seconded by Mr. Lanzet. Motion carried.

Ms. Sweesy made a motion to elect Ms. Field as Vice-Chair. It was seconded by Dr. Crews. Motion carried.

**NEXT MEETING** was scheduled for October 12 & 13, 2017 at 9:00 A.M. Also scheduled was February 8 & 9, 2018; May 10 & 11, 2018 and July 12 & 13, 2018.

## **ADJOURNMENT**

Dr. Crews made a motion to adjourn the meeting at 1:01 P.M. It was seconded by Dr. Crews. Motion carried.

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Dennis M Baughman, LCPC, Chair

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Sandra Sweesy

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Steven I Lanzet, LCPC, LMFT

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Tami, Kammer, LCPC, LMFT

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Judith Crews, Ph.D.

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Piper Field, LMFT

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Tana Cory, Bureau Chief