

**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 2/8/2018

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

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Deputy Bureau Chief
Julie Eavenson, Admin. Support Manager
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, General Counsel
Pam Rebolo, Technical Records Specialist I

OTHERS PRESENT: Jillian Winters, Idaho Mental Health Counselor
Gemma Utting, Idaho Association for Marriage
And Family Therapists
Michele Hopkins, Idaho Counseling
Robert Roam, LMFT
Kelsey Allen, Northwest Nazarene University
Adrienne Partridge, Northwest Nazarene
University
Stephanie Alvarez, Idaho Association for
Marriage and Family Therapist

The meeting was called to order at 9:01 AM MST by Dennis M. Baughman, LCPC.

Ms. Cory introduced Julie Eavenson as the new Administrative Support Manager.

APPROVAL OF MINUTES

Ms. Field made a motion to approve the minutes of 10/12/17. It was seconded by Ms. Sweesy. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. The deadlines to submit proposed law and rule changes to the Governor's Office have passed for the 2018 Legislative Session. The deadline to submit proposed law changes to the Governor's Office is mid-July, 2018 and the deadline to submit proposed rule changes to the Governor's Office is mid-August, 2018 for the 2019 Legislative Session.

Ms. Field presented House Bill 350 in the Legislature and gave an update to the Board. It has passed the House and will be heard in the Senate.

Mr. Baughman gave an update on the committee meetings he attended with the legislators. He said the legislators who attended now have a better understanding of the Board's role in protecting the public.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$98,508.29 as of 1/31/18.

DISCIPLINE

Ms. Uranga presented a memorandum regarding case number COU-2018-1. After discussion, the Board gave recommendations for appropriate discipline.

Ms. Uranga presented a memorandum regarding case number COU-2018-2. After discussion, Dr. Crews made a motion to close case number COU-2018-2. It was seconded by Ms. Sweesy. Motion carried.

Ms. Uranga presented a memorandum regarding case number COU-2018-3. After discussion, the Board gave recommendations for appropriate discipline.

Ms. Uranga presented a memorandum regarding case number COU-2018-4. After discussion, Ms. Field made a motion to close case number COU-2018-4 with an advisory letter. It was seconded by Ms. Kammer. Motion carried.

Ms. Uranga presented a memorandum regarding case number COU-2018-5. After discussion, the Board gave recommendations for appropriate discipline.

Ms. Uranga presented a Stipulation and Consent Order in case number COU-2017-2. Mr. Lanzet made a motion to approve the Stipulation and Consent Order as amended and allow the Board Chair to sign on behalf of the Board. It was seconded by Ms. Field. Motion carried. Dr. Crews made a motion to approve the Boundary Issues In The Real World course and deny the New Developments in Ethics and the law course. It was seconded by Ms. Field. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case number COU-2017-13. Dr. Crews made a motion to approve the Stipulation and Consent

Order as amended and allow the Board Chair to approve the course submitted within the timeline and to sign on behalf of the Board. It was seconded by Ms. Sweesy. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case number COU-2017-18. Ms. Field made a motion to accept the Stipulation and Consent Order in case COU-2017-18 and allow the Board Chair to sign on behalf of the Board. It was seconded by Ms. Kammer. Motion carried. Mr. Lanzet made a motion to accept the courses identified to meet the requirements submitted to the Board. It was seconded by Ms. Field. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case numbers COU-2017-20 and COU-2017-21. After discussion, the Board requested revisions be brought back before the Board.

Ms. Uranga presented Findings of Fact, Conclusions of Law and Final Order in case number COU-2017-5. Mr. Lanzet made a motion to accept the Findings of Fact and Conclusions of Law and Final Order. It was seconded by Dr. Crews. 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 numbers I-COU-2016-12, I-COU-2017-25, I-COU-2017-26, I-COU-2017-32 and I-COU-2017-35. It was seconded by Ms. Kammer. Motion carried.

The Board reviewed the following supervision reports:

COU-2014-21
COU-2015-3
COU-2016-9

VOLUNTARY SURRENDER PROCESS AND COLLECTIONS PROCESS

Ms. Peel explained the process for voluntary surrender of a license by a licensee and the collections process for unpaid disciplinary fines and investigative fees.

LEGISLATIVE INTERIM COMMITTEE UPDATE

Mr. Ellsworth stated that the Idaho Legislature has an Interim Committee that has been studying the use of hearing officers and is also looking at the Idaho Administrative Procedure Act. Draft legislation was presented at the Interim Committee's last meeting that would make substantial changes to the Idaho Administrative Procedure Act and the way contested cases are handled. The Bureau submitted a letter to the Committee seeking clarification concerning some of the proposed changes prior to the Committee's meeting on October 2, 2017. As the Bureau receives additional information, it will be provided to the Board.

The Chairman will be available regarding legislative issues.

LUNCH BREAK – 12:15 – 1:30

Dr. Crews did not attend the afternoon session.

OLD BUSINESS

The Board reviewed the To Do List and no action was taken.

PROPOSED LAWS AND RULES

Ms. Field stated that the subcommittee working on proposed rules for Marriage and Family Therapists will bring back a draft for Board review in May. The committee is currently working on issues and questions regarding the changes as well as military and foreign applicants.

APPLICATION FOR SUPERVISOR REGISTRATION

The Board discussed the informed consent form which is requested from licensees when applying for the supervisor registration according to Rule 200.2. Mr. Lanzet made a motion to work with Ms. Field and the Bureau staff to prepare a draft of the supervision application regarding the informed consent and bring back to the next Board meeting for review. It was seconded by Ms. Field. Motion carried.

EXECUTIVE ORDER

Ms. Eavenson outlined the Board's role in responding to the Lt. Governor's Executive Order. There is a template that will be used to complete each Board's response, and the template contains six sections:

- A. Index of Statute, Rule, and Policy Requirements for Licensure and Renewal
- B. Applications and Renewals Denied – 2017
- C. Disciplinary Actions – Past 5 Years
- D. Law, Rule, or Policy Changes or Proposed/Implemented Changes in Last 5 Years to Eliminate Barriers to Entry

E. Assessment of Public Interest

F. Recommendations for Improvement, Modification, or Elimination of Requirements

The Bureau will be responsible for gathering and entering all of the data in sections A, B and C of the template. The Bureau and each Board will jointly fill in section D regarding the Law, Rule or Policy Changes or Proposed/Implemented Changes in Last 5 Years to Eliminate Barriers to Entry. The Board Specialist and Administrative Support Manager will assist the designated Board member with writing sections E and F.

Ideas for the EO that come up between meetings cannot be shared among Board members outside of Board meetings, but may be forwarded to the Board Specialist or Administrative Support Manager for inclusion in the next meeting.

The process will be completed in three meetings: 1) discussion, 2) review and approve a rough draft, and 3) review and approve a final draft. The final draft must be completed and approved by June 15, to meet the July 1, deadline for responding.

EXECUTIVE ORDER COMMENTS

The Board reviewed the comments received from the public regarding the executive order.

NEW BUSINESS

ASSOCIATION OF MARITAL AND FAMILY THERAPY REGULATORY BOARDS (AMFTRB) STATE REPORTS

The Board reviewed the AMFTRB state reports and determined the reports do not need to be reviewed on a continuous basis.

NATIONAL BOARD FOR CERTIFIED COUNSELORS (NBCC) IDAHO TESTING SERVICES AGREEMENT RENEWAL

The Board reviewed the testing services agreement for Idaho. Mr. Lanzet made a motion authorize the Bureau Chief to sign the services agreement renewal on behalf of the Board. It was seconded by Ms. Kammer. Motion carried.

ASSOCIATION OF MARITAL AND FAMILY THERAPY REGULATORY BOARDS (AMFTRB) ANNUAL MEMBERSHIP DUES

Ms. Field a made a motion to authorize payment for the AMFTRB annual membership dues in the amount of \$500.00. It was seconded by Ms. Sweesy. Motion carried.

CORRESPONDENCE

The Board reviewed correspondence from Rebekah Hilton regarding supervision hours being applied when working through a hotline prevention. The Board directed Bureau staff to reply with a letter referring Ms. Hilton to review the Idaho Telehealth Access Act and consult with her supervisor.

The Board reviewed correspondence from Stephen Nelson regarding assessments outside of supervision. The Board directed Bureau staff to respond with a letter stating that currently Idaho law allows an LPC to practice independently.

The Board reviewed correspondence from Chad Snyder regarding clarification whether an LPC and LCPC can both work independently. The Board directed Bureau staff to respond with a letter stating that currently Idaho law allows an LPC to practice independently.

The Board reviewed correspondence from Jaquel Stokes regarding one credit of internship. The Board directed Bureau staff to reply with a letter referring Ms. Stokes to her former program as well as the University of Idaho, Capella University and Northwest Nazarene University.

The Board reviewed correspondence from Kevin Green regarding the rationale for the proposed curriculum changes to the Marriage and Family Therapist statute. The Board directed Bureau staff to respond with a letter referring Mr. Green to the Proposed Laws and Rules on the Board's website.

The Board reviewed correspondence from Alexis Baca-Spry asking if other non-licensed practitioners can provide services under her license or supervision. The Board directed Bureau staff to respond with a letter stating that there is no provision for non-licensed practitioners providing services under her license and it seemed to be a business contract issue rather than a license issue.

The Board reviewed correspondence from Desirae Britton regarding whether or not an online webinar can be counted as 10 online credits. The Board directed Bureau staff to respond with a letter stating that the 3 credits for ethics are to be a live, interactive webinar and can be considered within the 10 online credits.

The Board reviewed correspondence from Keith Hutcheson regarding Skype and tele-medicine. The Board directed Bureau staff to respond with a letter stating that Skype is not considered a secure connection for supervision or counseling.

The Board reviewed correspondence from Peggy Knodel regarding her proposal of the language to be added to the current laws for licensed Marriage and Family Therapists. No action was taken

The Board reviewed correspondence from Bryan Austin regarding pre-approval of supervised hours from foreign educated applicants. The Board directed Bureau staff to respond with a letter stating that the Board does not pre-approve hours and that the supervisor's credentials need to be verifiable and equivalent and will be reviewed upon submission of an application for licensure.

The Board reviewed correspondence from the American Counseling Association (ACA) regarding Portability and the ACA Licensure Portability Model fact sheet. No action was taken.

CONFERENCE UPDATES AND ATTENDANCE

Mr. Lanzet presented information he received at the annual American Association of State Counseling Boards (AASCB) held in San Antonio, Texas in January. Mr. Lanzet provided the Board with information regarding a joint statement on a National Counselor Licensure Endorsement Process.

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

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

ADJOURNMENT

Ms. Field made a motion to adjourn at 4:48 p.m. It was seconded by Ms. Kammer. Motion carried.

The Board is scheduled to reconvene again at 9:00 a.m. on Friday, February 8, 2018.

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Sandra Sweesy
Steven I Lanzet, LCPC, LMFT
Tami S Kammer, LMFT, LCPC
Piper Field, LMFT

BOARD MEMBERS ABSENT: Judith Crews, Ph.D.

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Deputy Bureau Chief
Julie Eavenson, Admin. Support Manager
Maurie Ellsworth, General Counsel
Pam Rebolo, Technical Records Specialist I

The meeting was called to order at 9:03 AM MST by Dennis M. Baughman, LCPC.

EXECUTIVE SESSION

Ms. Field made a motion that the Board go into executive session per Idaho Code § 74-206(1)(f). The purpose of the executive session is to discuss pending litigation in relation to number 0293006. It was seconded by Mr. Lanzet. The vote was: Mr. Lanzet, aye; Mr. Baughman, aye; Ms. Field, aye; Ms. Kammer, aye; and Ms. Sweesy, aye. Motion carried.

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

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

LUNCH BREAK 12:48 – 1:45 P.M.

APPLICATIONS

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

ALLEN KENDRA	LPC-6154
BELLARD BEVERLEY A	LCPC-6814
BENDER KATHRYN	LPC-6811
BOST TED ROBY	LPC-6834
CORBETT STEFANIE ANNE	LPC-6700
GORRINGE JESSICA LEE	LCPC-6828
GOULD JENNALEE LYNN	LPC-6792
GRAY CARLY LAVERN	LPC-6823
GROVER BECKY LYNN	LPC-6808
HARRINGTON AMANDA MARIE	LPC-6769
HOOPER NATHAN	LMFT-6801
ISAACSON JUSTICE	LCPC-6838
MA COMB SUSAN K	LCPC-6826
MCCABE KAREN	LCPC-6768
MCKINNEY LEAH ANN	LPC-6778
MITCHELL CONNIE	LPC-6756
PIKE JENNIFER KENNEDY	LPC-6813
PRECHT PATRICK JOHN	LPC-6800
REYES JORGE DOMINGO	LCPC-6790
SINES AUDREY	LCPC-6340
STALDER LUCAS M	LCPC-6783
TRIPLETT JESSICA MARIE	LCPC-6794
WALKER ERIC C	LCPC-6795
WELLS ROSEMARY	LCPC-6832
WOODBURN KELSI KAY	LCPC-6759
ZELTNER PAUL RICHARD	LMFT-6799

It was seconded by Ms. Field. Motion carried.

Ms. Kammer made a motion to approve the following applications pending further documentation:

901155958
901156465
901147778
901118446

901154592
901156456
901141523
901131054
901156461

It was seconded by Ms. Field. Motion carried.

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

901156247
901156319

It was seconded by Ms. Field. Motion carried.

Ms. Kammer made a motion to deny the following application based on failure to meet license requirements as stated in Rule 150.02 (b):

Sherry Forsyth-Carter

It was seconded by Ms. Field. Motion carried.

There was no action taken in number 0293006. Mr. Lanzet recused himself and Ms. Sweesy abstained. Ms. Kammer made a motion have the Bureau draft a letter and refer the licensee to the IDACARE law. It was seconded by Ms. Field. Motion carried.

NEXT MEETING was scheduled for May 10 and 11, 2018 at 9:00 A.M.

ADJOURNMENT

Ms. Sweesy made a motion to adjourn the meeting at 5:15 P.M. It was seconded by Ms. Field. Motion carried.

Dennis M Baughman, LCPC, Chair

Sandra Sweesy

Steven I Lanzet, LCPC, LMFT

Tami S Kammer, LMFT, LCPC

Judith Crews, Ph.D.

Piper Field, LMFT

Tana Cory, Bureau Chief