

**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 5/10/2018

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 – Vice Chair

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: Lynn Boecker, Northwest Nazarene
University
Gemma Utting, Idaho Association of Marriage
for Family Therapists
Roberta Crockett, Idaho Association for
Marriage and Family Therapists
Keith Moore, Applicant
Kelsey Allen, Applicant
Beverly Hines, Idaho Mental Health Counseling
Association
Heather Tustison, Treasure Wellness
Janice Edwards, Student
Nataris Walkenhorst, Student
David Crathers, Student
Amanda Eisenbert, Marriage and Family Intern
Brian Smith, Idaho Counseling Association
Stephanie Alvarez, Idaho Association for
Marriage and Family Therapists

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

APPROVAL OF MINUTES

Ms. Field made a motion to approve the minutes of 2/8/18. It was seconded by Ms. Sweesy. Motion carried.

Ms. Kammer made a motion to approve the minutes of 3/7/18. It was seconded by Dr. Crews. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. 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. Cory said that an interim committee has been established to study occupational licensing. The Occupational Licensing and Certification Law Committee will meet over the summer.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$97,344.52 as of 4/30/18.

DISCIPLINE

Ms. Uranga presented a memorandum regarding case number COU-2018-6. After discussion, Ms. Field made a motion to close case number COU-2018-6 with an advisory letter. It was seconded by Mr. Lanzet. Motion carried.

Ms. Uranga presented a memorandum regarding case number COU-2018-8. After discussion, the Board gave recommendations for appropriate discipline.

Ms. Uranga presented a supplemental memorandum regarding case number COU-2018-7. After discussion, the Board gave recommendations for appropriate discipline.

Ms. Uranga presented a Stipulation and Consent Order in case numbers COU-2017-20 and COU-2017-21. Ms. Kammer made a motion to approve the Stipulation and Consent Order in case numbers COU-2017-20 and COU-2017-21 and allow the Board Chair to sign on behalf of the Board. It was seconded by Mr. Lanzet. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case number COU-2018-1. The Chairman recused himself. Mr. Lanzet made a motion to approve the Stipulation and Consent Order in case number COU-2018-1 and allow the

Board Vice-Chair, Ms. Field, 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-2018-5. Ms. Field made a motion to approve the Stipulation and Consent Order in case number COU-2018-5 and allow the Board Chair to sign on behalf of the Board. 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 recommendations and authorize closure in case numbers I-COU-2017-30 and I-COU-2017-31. It was seconded by Ms. Kammer. Motion carried.

Ms. Peel presented the Findings of Fact and Conclusions of Law and Final Order in case number COU-2018-12. Dr. Crews made a motion to approve the Findings of Fact and Conclusions of Law and Final Order in case number COU-2018-12 and allow the Board chair to sign on behalf of the Board. It was seconded by Ms. Sweesy. Motion carried.

Ms. Peel presented the Findings of Fact and Conclusions of Law and Final Order in case number COU-2018-9. Ms. Field made a motion to approve the Findings of Fact and Conclusions of Law and Final Order in case number COU-2018-9 and allow the Board Chair to sign on behalf of the Board. It was seconded by Mr. Lanzet. Motion carried. Dr. Crews abstained.

The Board reviewed the following supervision reports:

COU-2016-9
COU-2017-2
COU-2015-3

Ms. Peel presented a request to terminate probation in case number COU-2016-9. Ms. Field made a motion to terminate probation in case number COU-2016-9. It was seconded by Dr. Crews. Motion carried.

EXECUTIVE SESSION

Dr. Crews 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. Field. The vote

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

Ms. Sweesy made a motion to grant an exemption of continuing education with the stipulation that the continuing education can not be used for the next renewal period. It was seconded by Mr. Lanzet. Motion carried.

CONSENT ORDER FORM

Ms. Peel presented the Board with the consent order form that the Board previously approved to be used by the prosecutor for consent orders. The Board requested one change and approved the revised form.

OLD BUSINESS

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

EXECUTIVE ORDER

The Board reviewed a rough draft of the Executive Order response and directed Ms. Eavenson and the Board specialist to work with the Chair and Vice-Chair to prepare the final draft for review and final approval. Mr. Lanzet made a motion to allow the Chair and Vice-Chair to approve the final Executive Order report. It was seconded by Dr. Crews. Motion carried.

LUNCH BREAK 12:15-1:15

MARRIAGE AND FAMILY THERAPIST PROPOSED RULES

Ms. Field introduced the members of the subcommittee who assisted in developing the proposed rules. Ms. Field went through each proposed rule and explained the reason for the change.

The Board discussed the proposed rules. Ms. Cory stated that the temporary rules will go into effect July 1, 2018 and the Board can prepare rules for the upcoming legislative session separately or use the temporary rule as the proposed rule.

The Board tabled the discussion until the following day to give Board members more time to consider the education requirements for a LMFT license. Ms. Callahan will also work on language in other areas such as the registered intern rule.

SUPERVISOR REGISTRATION INFORMED CONSENT

The Board discussed the process for filling out the informed consent form between a supervisor and supervisee. Each supervisee should have their own consent form and the supervisor needs to be responsible to ensure that the supervisee has a consent form. The Board will add a notation on the Application for Supervisor Registration to reflect the current rule and to ensure the supervisee is in compliance with Rule 525. Dr. Crews made a motion to approve the supervisor registration informed consent and post. It was seconded by Ms. Kammer. Motion carried.

SUPERVISOR EXPIRATION HOURS

Ms. Field made a motion that the Board shall, on a case by case basis, consider whether to allow hours where the supervisor is no longer legally or otherwise able to provide supervision. It was seconded by Ms. Kammer. Motion carried.

ADJOURNMENT

Dr. Crews made a motion to adjourn at 4:45 PM MDT. It was seconded by Ms. Field. Motion carried.

The Board is scheduled to reconvene again at 9:00 AM MDT on Friday, May 11, 2018.

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 5/11/2018

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

Maurie Ellsworth, General Counsel
Pam Rebolo, Technical Records Specialist I

OTHERS PRESENT: Christen Nelson, Licensee

The meeting was called to order at 9:05 AM MDT by Dennis M Baughman, LCPC.

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.

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

MARRIAGE AND FAMILY THERAPIST APPLICATION PROCESS

The Board discussed the revised coversheets, application forms and processes for Licensed Association Marriage and Family Therapist (LAMFT) and Licensed Marriage and Family Therapist (LMFT). Ms. Sweesy made a motion to allow the Bureau to work with Ms. Field to revise the applications and post on the Board's website by July 1. It was seconded by Dr. Crews. Motion carried.

CORRESPONDENCE

The Board received correspondence from Alana Brunner asking for clarification on Rule 425.03 (d). The Board directed Bureau staff to reply with a letter referring Ms. Brunner to Rule 425.03 (d) stating that licensees are able to count classes they teach and that the rule does not distinguish between ethics and other requirements.

The Board received correspondence from Kelly Jianas regarding Rule 232 and supervised hours. The Board directed Bureau staff to reply with a letter reiterating that the rule requires obtaining the total number of supervised hours, and that 100 hours must be with an LMFT supervisor.

The Board received correspondence from Raissa Miller regarding ratios in supervision. The Board directed Bureau staff to reply with a letter clarifying the ratios for supervision.

The Board received correspondence from Rich Schell regarding clarification in obtaining online degrees. The Board directed Bureau staff to reply with a letter stating that a degree is accepted from an accredited institution whether it is obtained online or not.

The Board received informational correspondence from the Society for Prevention of Diagnostic Abuse regarding a nationwide campaign to seek revocation of out of bound practices. No action was taken.

The Board received correspondence from Jennifer Zarak regarding custodial situations and informed consent. The Board directed Bureau staff to reply with a letter referring Ms. Zarak to the state statues regarding heath care in Idaho and to her agency or school's legal department.

The Board received correspondence from Cristen Wathen regarding obtaining continuing education credits for teaching a class. The Board directed Bureau staff to reply with a letter referring Ms. Wathen to Rule 425.03 (d) stating that licensees are able to count classes they teach and that the rule does not distinguish between ethics and other requirements.

The Board received correspondence from Dr. Melanie Womble regarding the application process for an applicant with a previous foreign license. The Board directed Bureau staff to reply with a letter providing Dr. Womble with the link for the application for licensure.

The Board received correspondence from Krys Miley regarding a training she recently attended. The Board directed Bureau staff to reply stating that the Board allows for flexibility in attainment of the required ethics and to review Rule 425 related to training.

The Board received correspondence from Stephanie Alvarez regarding supervised hours for both the Clinical Professional Counselor and the Marriage and Family Therapist. The Board directed Bureau staff to reply with a letter referencing state licensure Rules 225 and 238.

TEMPORARY AND PROPOSED RULE CHANGES

Ms. Callahan reviewed temporary and proposed rule changes and revisions for the LAMFT and LMFT licenses with the Board. The Board decided that a COAMFTE accredited program was sufficient to meet all educational requirements for a LMFT license. Dr. Crews made a motion to allow the Board Chair and Board Vice-Chair to make minor revisions and then review and approve the final draft. It was seconded by Ms. Field. Motion carried.

NOTIFICATION TO LICENSEES

The Board requested that the Bureau work with the Board Chair to revise the postcards and bring the revised notification back to the next scheduled Board meeting.

PROPOSED APPLICATION FORMS

Ms. Sweesy made a motion for the Bureau to work with the Board Vice-Chair on the LAMFT and LMFT application revision and to post on the Board's web site July 1. It was seconded by Dr. Crews. 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 Dr. Crews. 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 Mr. Lanzet. The vote was: Ms. Sweesy, aye; Ms. Kammer, aye; Ms. Field, aye; Dr. Crews, aye; Mr. Lanzet, aye; and Mr. Baughman, aye. Motion carried.

APPLICATIONS

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

DHUET REBEKAH H	LPC-6922
GAYLER LAURA L	LPC-6711
GONZALES REBECCA LINDSEY	LAMFT-6890
MCCURDY MARSHA LYNN	LPC-6864
MCPMAHON KAILEE KOLE	LCPC-6860
PAUL LONNIE J	LPC-6844
SCHIRO LISA KAYE	LCPC-6606
STEPHENS KRYSTEENA	LAMFT-6920
SYLTE JOHN CHRISTIAN	LPC-6854
THORNE ANGELIA HELEN	LPC-6914

It was seconded by Ms. Field. Motion carried.

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

901156587
901158523
901071915
901155354
901122158
901158253

It was seconded by Ms. Sweesy. Motion carried.

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

901155958
901137303

It was seconded by Dr. Crews. Motion carried.

Mr. Lanzet made a motion to deny the following applications for not meeting the requirements for licensure:

Kim Nelson
Thomas Mellen
Robert Roam

It was seconded by Dr. Crews. Motion carried.

NEXT MEETING was scheduled for July 12, and 13, 2018.

ADJOURNMENT

Mr. Lanzet made a motion to adjourn the meeting at 5:15 PM MDT. 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