

**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 7/12/2018

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, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, General Counsel
Joan Callahan, Counsel
Pam Rebolo, Technical Records Specialist I

OTHERS PRESENT: Stephanie Alvarez, Idaho Association for Marriage
and Family Therapists
Gemma Utting, Idaho Association for Marriage
and Family Therapists
Beverly Hines, Idaho Mental Health Counselors
Association

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 5/10/18 as amended. It was seconded by Ms. Kammer. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. The deadline to submit legislative ideas to the Governor's Office is July 13, 2018 and the deadline to submit proposed law and rule changes to the Governor's Office is August 17, 2018 for the 2019 Legislative Session.

INTERIM COMMITTEE: OCCUPATIONAL LICENSING & CERTIFICATION LAWS COMMITTEE

Ms. Cory said that the Executive Order report was submitted to the Governor and Lt. Governor prior to July 1 and it has been linked on the Board's main webpage.

Ms. Cory updated the Board on the legislative interim committee on occupational licensing and certification laws. The Occupational Licensing & Certification Laws Committee met on June 22. Ms. Cory was invited to present on the process and executive order reports for the Boards served by the Bureau. It also heard from Greg Wilson, chief of staff to Lieutenant Governor Little; Albert Downs, policy specialist for the National Conference of State Legislatures; and Patrick Grace, regional manager for the Division of Building Safety.

In her presentation before the Committee, Ms. Cory noted that 29 of the 30 Boards served by the Bureau had submitted their reports. She let the Board know that all of the reports were submitted before the July 1 deadline and each Board's report has been posted to its website.

Comments by the Committee included that its efforts appeared to be on a parallel track with those of the executive order, and committee members outlined a framework where each of them would take a few reports to review with members of the Boards who wrote them. The co-chairs encouraged legislators on the committee to volunteer to review reports where they felt like they had a connection to the occupation or had constituents who serve on the Board.

The Committee set its next meeting for Tuesday, August 7.

OPEN MEETING LAW

Mr. Ellsworth reviewed HB611 that made changes to the open meeting law regarding meeting notices and agendas. Changes effective July 1, 2018 included: notices and agendas must be posted online if the agency has an online presence; identification of all "action items" must be noted on the agenda; and final action may not be taken on an agenda item added after the start of the meeting unless an emergency is declared.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$101,675.66 as of 6/30/18.

FY 2019 CONTRACT

Ms. Hall reviewed the Bureau FY 2019 contract with the Board. Dr. Crews made a motion to approve the FY 2019 contract and authorize the Board Chair to sign it. It was seconded by Ms. Field. Motion carried.

DISCIPLINE

Ms. Uranga presented a memorandum regarding case numbers COU-2018-10 and COU-2018-11. After discussion, Mr. Lanzet made a motion to close case numbers COU-2018-10 and COU-2018-11 with an advisory letter. It was seconded by Ms. Field. Motion carried.

Ms. Uranga presented a memoranda regarding case number COU-2018-13. After discussion, the Board gave recommendations for discipline.

Ms. Uranga presented a Stipulation and Consent Order in case number COU-2018-3. Dr. Crews made a motion to approve the Consent Order and allow the Board Chair to sign on behalf of the Board. It was seconded by Ms. Sweesy. 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 number I-COU-2017-36. It was seconded by Ms. Kammer. Motion carried.

DISCIPLINARY SUPERVISOR REPORTS

The Board invited Curtis Garner to discuss his process with disciplinary supervisor reports. Mr. Garner handed out the assessment form he uses as a pro-reviewer for the investigative unit.

OLD BUSINESS

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

PROPOSED LAWS AND RULES

Ms. Callahan discussed with the Board Idaho Code §54-3411 regarding fee caps. The Board discussed increasing the fee cap in the current law and establishing a limit. Dr. Crews made a motion to draft and submit to the legislature a fee increase to the cap. It was seconded by Ms. Field. Motion carried.

Ms. Callahan provided a draft for changes in Idaho Code §54-3405 regarding the Licensed Professional Counselor qualifications for licensure. Mr. Lanzet made a motion to submit a legislative idea and language for amending Idaho Code §54-3405 as described in the draft. It was seconded by Dr. Crews. Motion carried.

Ms. Kammer made a motion to approve the legislation as drafted. It was seconded by Ms. Sweesy. Motion carried.

Ms. Callahan discussed Rule 225 with the Board. Mr. Lanzet made a motion to submit the draft to the Governor's office for approval and for publication. It was seconded by Dr. Crews. Motion carried.

NOTIFICATION TO LICENSEES

Mr. Lanzet made a motion to authorize expenses to send postcards to all licensees regarding the proposed law change. It was seconded by Ms. Sweesy. Motion carried.

LUNCH 12:00-1:00

APPLICATION REVISIONS

Ms. Sweesy made a motion to accept the revisions and formatting for licensure applications to be uniform with other Boards' forms. It was seconded by Dr. Crews. Motion carried.

Dr. Crews made a motion to approve the changes to the Associate Marriage and Family Therapist and Marriage Family Therapist applications as revised and post to the web. It was seconded by Ms. Kammer. Motion carried.

NEW BUSINESS

SUPERVISOR RENEWAL FORM

Ms. Field made a motion to change the wording from Recertification to Renewal for the Supervisor Renewal form on the list of forms on the Board's website. It was seconded by Dr. Crews. Motion carried.

ELECTION OF OFFICERS

Ms. Kammer made a motion to re-elect Mr. Baughman as Chairman. It was seconded by Dr. Crews.

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

CORRESPONDENCE

The Board reviewed correspondence from Aja Jordan regarding practicum requirements for a Licensed Professional Counselor. The Board directed Bureau staff to reply by referring Ms. Jordan to Rule 150 on the Board's website.

The Board reviewed correspondence from David Kleist regarding accuracy in the definition on the website for transparency and clarity to Licensed Professional Counselors and Marriage and Family Therapists. The Board directed Bureau staff to reply to Mr. Kleist stating that they will add the definition to the Board's website.

The Board reviewed correspondence from Michael Scheel and the American Counseling Association regarding graduates from programs that are accredited by Masters in Counseling and Psychology Accreditation Council. No action was taken.

The Board reviewed correspondence from Stacey Pollack regarding the difference between the Licensed Professional Counselor license and the Licensed Clinical Professional Counselor license. The Board directed Bureau staff to reply explaining that Idaho law does not differentiate between the licenses regarding the Veterans Administration grade levels.

Mr. Baughman left the meeting at 3:00 PM MDT.

CONFERENCE UPDATES AND ATTENDANCE

Ms. Sweesy made a motion to authorize two Board members or Bureau staff to attend the 2018 State Licensure Boards meeting September 19-21 in Minneapolis, Minnesota. Expenses are paid for by the Center for Credentialing & Education. It was seconded by Mr. Lanzet. Motion carried.

Dr. Crews made a motion to authorize travel and expenditures for two Board members to attend the Association of Marriage and Family Therapy Regulatory Boards September 25 and 26 in Philadelphia. It was seconded by Ms. Sweesy. Motion carried.

FREQUENTLY ASKED QUESTION

The Board discussed having a Frequently Asked Question regarding the exam process referring to information from the National Board of Certified Counselors website.

AMERICAN ASSOCIATION OF STATE COUNSELING BOARDS INVOICE

Mr. Lanzet made a motion to authorize payment in the amount of \$900.00 to the American Association of State Counseling Boards for annual dues. It was seconded by Dr. Crews. Motion carried.

EXECUTIVE SESSION

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

Ms. Sweesy made a motion to come out of executive session. 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.

ADJOURNMENT

Dr. Crews made a motion to adjourn at 4:50 PM MDT until 9:00 AM MDT on July 13. It was seconded by Ms. Kammer. Motion carried.

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 7/13/2018

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, Administrative Support Manager
Maurie Ellsworth, General Counsel
Joan Callahan, Counsel
Pam Rebolo, Technical Records Specialist I

OTHERS PRESENT: Beverly Fowler, Applicant

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: 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 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.

APPLICATIONS

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

ADAMS JASON LEE	LPC-6964
ANSON IRIS KAYE	LPC-6992
CHRISTIANSEN BETH M	LMFT-6927
CRAMER JOHN PRESTON	LCPC-7041
CROSS STEPHANIE	LCPC-7017
DANIELS NICOLE	LPC-6958
FEDERSPIEL MARIANN	LPC-6999
GUZMAN JENNIFER R	LCPC-7039
HUGHES TIMOTHY ANDREW	LPC-7031
HUME ALENA MARIE	LPC-6988
HUNT JEFFERSON DAVID	LAMFT-7049
JONES LISA BETH	LCPC-7050
LARSEN-OVERSTREET TARA	LCPC-7032
LEWIS JODIE RAI	LPC-7008
LYNES ANDREW THOMAS	LPC-6949
MORAN MOLLY	LPC-7019
MORTENSEN EMILY SUZANNE	LPC-7045
PERRY KATELYN AMANDA	LPC-7016
POLAND SERENA	LPC-6955
POLL VON GROVER	LAMFT-7037
RIOS NIKOLE	LCPC-7024
SCHUERMAN LANA MOANA	LPC-7030
SIMMONS KAREN M	LCPC-6979
SMETANA DEANN KAY	LCPC-7043
SNELL ETHAN ROBERT	LPC-6980
SWICK SIERRA	LCPC-6987
THOMPSON DANIEL WAYNE	LPC-7006
WARNER JENNIFER SUSAN	LMFT-7022
WASSON JULIE ANN	LPC-6983
WHITE REBECCA LYNN	LCPC-7021

It was seconded by Ms. Sweesy. Motion carried.

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

901160265
901035335

It was seconded by Ms. Sweesy. Motion carried.

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

901160461
901158840
901152993
901158781
901160386
901159980

It was seconded by Ms. Sweesy. Motion carried.

NEXT MEETING was scheduled for October 11 and 12, 2018 at 9:00 AM MDT.

ADJOURNMENT

Mr. Lanzet made a motion to adjourn the meeting at 2:00 PM MDT. It was seconded by Dr. Crews. 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