

1 State of Alaska  
2 DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT  
3 DIVISION OF CORPORATION, BUSINESS AND PROFESSIONAL LICENSING  
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5 BOARD OF PROFESSIONAL COUNSELORS  
6 Minutes of the Meeting February 22, 2024  
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9 By the authority of AS 08.01.070(2) and AS 08.86.030, and in compliance with the provisions of AS 44.62,  
10 Article 6, a scheduled meeting of the Board of Professional Counselor originated virtually via Zoom.  
11

12 The Chair brought the meeting to order at 9:01 am  
13

14 **Board Members Present Constituting a Quorum**

15 Dorene Hagen, Board Chair, Licensed Professional Counselor  
16 Sammie O’Neal, Licensed Professional Counselor  
17 Rachel Buddin-Young, Licensed Professional Counselor  
18

19 **Board Members Absent**

20 None  
21

22 **Staff Members Present**

23 Renee Carabajal, Program Coordinator II  
24 Jeanne Pace, Program Coordinator I  
25 Alyssa Castles, Occupational License Examiner  
26

27 **Members of the Public Present**

28 Rebecca Mohlman  
29 Carolyn Heyman  
30

31 **Agenda Item – Review/Approve Agenda**

32 In a motion duly made by Rachel Buddin-Young, seconded by Sammie O’Neal with unanimous consent,  
33 it was resolved to approve the February 22, 2024, agenda as presented.

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Rachel Buddin-Young	X			
Sammie O’Neal	X			

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35 **Agenda Item – Ethics Disclosures**

36 All members said they had no potential ethics conflicts to disclose.  
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38 **Agenda Item – Division Update**

39 Melissa Dumas presented the FY24 second quarter financial report. Melissa and the board discussed  
40 expenditures, deficit and potential legislative changes that would move investigative costs away from  
41 board expenditures. Board plans to conduct fee analysis next year before renewal.  
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44 **Agenda Item – Investigations**

45 **a. Investigative Report**

46 Jasmin Bautista presented the investigative report covering November 29, 2023 through February 21,  
47 2024. This report included 8 open cases and 3 closed cases, with hopes to close additional cases after  
48 presenting cases from 2020-2021 to the board today.

49

50 **b. Consent Agreements**

51 **In a motion duly made by Rachel Buddin-Young, seconded by Sammie O’Neal with unanimous consent,**  
52 **it was resolved to move to executive session to review consent agreements.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Rachel Buddin-Young	X			
Sammie O’Neal	X			

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54 Off record 9:38am

55 On record 10:31am

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57 **In a motion duly made by Rachel Buddin-Young, seconded by Dorene Hagen with unanimous consent,**  
58 **it was resolved to accept the consent agreement for Case 2023-001113. Board member Sammie O’Neil**  
59 **was excused from voting on this matter.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Rachel Buddin-Young	X			
Sammie O’Neal			X	

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61 **In a motion duly made by Sammie O’Neal, seconded by Dorene Hagen with unanimous consent, it was**  
62 **resolved to accept the consent agreement for Case 2023-000802. Board member Rachel Buddin-Young**  
63 **was excused from voting on this matter.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Rachel Buddin-Young			X	
Sammie O’Neal	X			

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65 **In a motion duly made by Rachel Buddin-Young, seconded by Sammie O’Neal with unanimous consent,**  
66 **it was resolved to accept the consent agreement for Case 2021-000665 and 2021-000674. Board**  
67 **member Dorene Hagen was excused from voting on this matter.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair			X	
Rachel Buddin-Young	X			
Sammie O’Neal	X			

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69 **In a motion duly made by Rachel Buddin-Young, seconded by Sammie O’Neal with unanimous consent,**  
70 **it was resolved to accept the consent agreement for Case 2020-000542 and 2020-000589. Board**  
71 **member Dorene Hagen was excused from voting on this matter.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair			X	
Rachel Buddin-Young	X			
Sammie O’Neal	X			

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**In a motion duly made by Rachel Buddin-Young, seconded by Sammie O’Neal with unanimous consent, it was resolved to modify the agenda and begin agenda item: Conference Report.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Rachel Buddin-Young	X			
Sammie O’Neal	X			

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**Agenda Item – CRBS Conference Report Out**

Dorene Hagen and Rachel Buddin-Young presented information gleaned from the Counseling Regulatory Board Summit, specifically regarding AI, supervision requirements, CE Broker, and jurisprudence exams. Renee addressed the barriers to CE Brokers in Alaska. The board also discussed the barriers to a PCO license compact, including the requirement to override Alaska State law.

Board discussed progress of legislation regarding PCO associates license.

**Agenda Item – Public Comment**

No Public Members in attendance.

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**In a motion duly made by Rachel Buddin-Young, seconded by Sammie O’Neal with unanimous consent, it was resolved to modify the agenda and begin agenda item: Old Business.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Rachel Buddin-Young	X			
Sammie O’Neal	X			

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**Agenda Item – Old Business**

Professional Fitness Questions for Supervisor Applications: Division would require regulation change to implement new fitness question being requested by the board. Board discussed potential regulation changes regarding supervisors.

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**In a motion duly made by Rachel Buddin-Young, seconded by Sammie O’Neal with unanimous consent, it was resolved to amend 12 AAC 100 to include part (c) an applicant will not qualify for an approved counselor supervisor certification under this section if the applicant has been disciplined by any State board for any violations of the Professional Counselor Practice Act or unethical conduct within 3 years immediately preceding the date of the application or if they are currently charged or under investigation for any violation of the AMHC Code of Ethics by any State board.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Rachel Buddin-Young	X			
Sammie O’Neal	X			

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Jeanne presented information to the board regarding existing PCO statutes that may prohibit the implement of a jurisprudence exam. Board requested advice from the department of law regarding what steps are necessary to implement a jurisprudence exam.

106 Board discussed continuing education load upon application by credentials, not present for application  
107 by examination.

108  
109 **In a motion duly made by Rachel Buddin-Young, seconded by Sammie O’Neal with unanimous consent,**  
110 **it was resolved to amend 12 AAC 62.130. License by Credentials to repeal section 5: continuing**  
111 **education.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Rachel Buddin-Young	X			
Sammie O’Neal	X			

112  
113 Off record 11:57am  
114 On record 1:02pm

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116 **In a motion duly made by Rachel Buddin-Young, seconded by Sammie O’Neal with unanimous consent,**  
117 **it was resolved that proposed amendments to 12 AAC 62.130. License by Credentials be sent out for**  
118 **public comment without additional board review if no significant changes are made by the regulations**  
119 **specialist or the department of law.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Rachel Buddin-Young	X			
Sammie O’Neal	X			

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121 **Agenda Item -- Right Touch Regulation Refresher**

122 Sara Chambers presented a theoretical framework for decision-making in regard to board crafted law,  
123 revision, and judgment. Sara will make the presentation and worksheet accessible to the board for  
124 future reference. Sara offered to facilitate this process at the board’s request. Board discussed utilizing  
125 this framework to review all statutes and regulations, section by section, over future meetings.

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127 **Agenda Item – Old Business**

128 Sammie revisited the request for FAQs being posted to the website. Board reviewed FAQs and  
129 requested they be posted to the website.

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131 **Supervisor Regulations**

132 Board discussed supervisor regulation that will be implemented as soon as new legislation passes into  
133 law. Renee added that the board will likely need a special meeting to approve regulation for public  
134 comment. Board reviewed existing regulation regarding supervision, continuing education, and renewal  
135 of licenses.

136 Off record 2:42pm  
137 On record 2:48pm

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139 **Agenda Item – New Business**

140 **a. Correspondence**

141 **a. Counseling Compact**

142 The board is not currently pursuing the counseling compact.

143 **b. Dual Degree Question**

144 Coursework must meet or exceed requirements outlined in PCO statutes and regulations.

145 **c. Petition for Somatic Experience Practitioner**

146 The board recommends that all LPCs practice within their scope of training.

147 **d. Supervisor Liability**

148 Board approved supervisors are liable for complaints against their board approved supervisee's license.

149 **b. Tabled Applications**

150 **In a motion duly made by Rachel Buddin-Young, seconded by Sammie O'Neal with unanimous consent,**  
151 **it was resolved to move to executive session in accordance with AS 44.62.310(c) Alaska Constitutional**  
152 **Right of Privacy provision for the purpose of discussing table applications with board staff Jeanne,**  
153 **Renee, and Alyssa.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Rachel Buddin-Young	X			
Sammie O'Neal	X			

154  
155 Off record 1:00pm

156 On record 3:39pm

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158 **In a motion duly made by Sammie O'Neal, seconded by Rachel Buddin-Young with unanimous consent,**  
159 **it was resolved to approve license number 1887772.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Rachel Buddin-Young	X			
Sammie O'Neal	X			

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161 **In a motion duly made by Sammie O'Neal, seconded by Rachel Buddin-Young with unanimous consent,**  
162 **it was resolved to approve license number 214512.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Rachel Buddin-Young	X			
Sammie O'Neal	X			

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164 **In a motion duly made by Sammie O'Neal, seconded by Rachel Buddin-Young with unanimous consent,**  
165 **it was resolved to approve license number 218306.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Rachel Buddin-Young	X			
Sammie O'Neal	X			

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167 **In a motion duly made by Sammie O'Neal, seconded by Rachel Buddin-Young with unanimous consent,**  
168 **it was resolved to approve license number PCOP83.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Rachel Buddin-Young	X			
Sammie O'Neal	X			

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170 **c. Criminal Conviction Discussion**

171 Board discussed applicant criminal history assessment, limitation, and judgments. Board plans to discuss  
172 in more detail at the next meeting.

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174 Board plans to discuss supervision regulations at the next meeting, utilizing the Right Touch Regulation  
175 worksheet.

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177 Next meeting scheduled for May 20<sup>th</sup>, 2024.

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179 **In a motion duly made by Rachel Buddin-Young, seconded by Sammie O’Neal with unanimous consent,**  
180 **it was resolved to adjourn the meeting at 4:11 pm.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Rachel Buddin-Young	X			
Sammie O’Neal	X			

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Date final minutes approved by the board: <input type="checkbox"/> Board Meeting <input checked="" type="checkbox"/> Onboard	April 4th, 2024
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