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2 **State of Alaska**  
3 **DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION OF**  
4 **CORPORATION, BUSINESS, AND PROFESSIONAL LICENSING**

5  
6 **BOARD OF PROFESSIONAL COUNSELORS**  
7 **Minutes of the meeting March 3, 2025**  
8

9 By the authority of AS 08.01.070(2) and in compliance with the provisions of AS 44.62, Article 6, a  
10 scheduled meeting of the Board of Professional Counselors originated virtually via Zoom.

11  
12 The Chair brought the meeting to order at 9:30 am.

13  
14 **Agenda Item – Roll Call**

15 **Board Members Present Constituting a Quorum**

16 Dorene Hagen, Chair, Licensed Professional Counselor

17 Mary Elkins, Licensed Professional Counselor

18 Crystal Herring, Licensed Professional Counselor

19  
20 **Board Members Absent**

21 None

22  
23 **Staff Members Present**

24 Lacey Derr, Program Coordinator II

25 Jeanne Pace, Program Coordinator I

26 Miriam Honea, Licensing Examiner III

27 Marlo Adams, Licensing Examiner III

28 Jenni Summers, Investigator III

29 Jasmin Bautista, Investigator III

30  
31 **Members of the Public Present**

32 Tom Peek

33  
34 **Agenda Item – Ethics Disclosures**

35 Board members had no ethics disclosures to report.

36  
37 **Agenda Item – Voluntary Surrender of License**

38  
39 **In accordance with the provisions of Alaska Statute 44.62.310(c) and Alaska Constitutional**  
40 **Right to Privacy Provisions, Mary Elkins, moved that the Alaska State Board of Professional**  
41 **Counselors enter into executive session for the purpose of discussing subjects that tend to**  
42 **prejudice, reputation, character of a person, provided the person may request a public**  
43 **discussion, and matters which by law municipal, charter or ordinance, are requested to be**  
44 **confidential. Board Staff to remain during the session are Lacey Derr, Jeanne Pace, Miriam**  
45 **Honea, Marlo Adams, Jenni Summers, and Jasmin Bautista. Crystal Herring seconded the**  
46 **motion. Passed by unanimous consent.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Crystal Herring	X			
Mary Elkins	X			

47

48 Off record 9:32 am

49 On record 9:38 am

50

51 **In a motion duly made by Mary Elkins, seconded by Crystal Herring with unanimous consent, it**  
 52 **was resolved to accept the voluntary surrender of David Bank’s license investigation record**  
 53 **#2024-000979.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Crystal Herring	X			
Mary Elkins	X			

54

55

56 **Agenda Items – Application Review**

57

58 **In accordance with the provisions of Alaska Statute 44.62.310(c) and Alaska Constitutional**  
 59 **Right to Privacy Provisions, Crystal Herring, moved that the Alaska State Board of Professional**  
 60 **Counselors enter into executive session for the purpose of discussing subjects that tend to**  
 61 **prejudice, reputation, character of a person, provided the person may request a public**  
 62 **discussion, and matters which by law municipal, charter or ordinance, are requested to be**  
 63 **confidential. Board Staff to remain during the session are Lacey Derr, Jeanne Pace, Miriam**  
 64 **Honea, and Marlo Adams. Mary Elkins seconded the motion. Passed by unanimous consent.**

Board Member	Approve	Deny	Recuse	Absent
Dorene Hagen, Chair	X			
Crystal Herring	X			
Mary Elkins	X			

65

66 Off record 9:42 am

67 On record 9:53 am

68

69 **In a motion duly made by Crystal Herring, seconded by Mary Elkins with unanimous consent, it**  
 70 **was resolved to deny Tom Peek’s request for extension of examination beyond the two years**  
 71 **allowable by regulation.**

Dorene Hagen, Chair	X			
Crystal Herring	X			
Mary Elkins	X			

72

73 The board chair, Dorene Hagen, addressed Mr. Peek and explained that the board does not have  
 74 the regulatory authority to approve Mr. Peek’s exam extension request past the five-years total.

75

76 Board member, Mary Elkins, familiarized Mr. Peek with the NCMHCE exam stating the NCMHCE is  
77 based on experience and the NCE is based on schooling.

78

79 **Agenda Item – Board Chair Succession**

80

81 Current board chair, Dorene Hagen, announced that she will be staying on the board through June,  
82 however, she would like to step down as board chair. Dorene Hagen nominated Crystal Herring as  
83 new board chair.

84

85 **In a motion duly made by Mary Elkins, seconded by Crystal Herring with unanimous consent, it**  
86 **was resolved to accept Crystal Herring as the new professional counselor board chair.**

Dorene Hagen, Chair	X			
Crystal Herring	X			
Mary Elkins	X			

87

88 Crystal Herring to assume board chair role effective March 3<sup>rd</sup>, 2025.

89

90 **In a motion duly made by Mary Elkins, seconded by Crystal Herring with unanimous consent, it**  
91 **was resolved to adjourn the March 3, 2025, meeting at 10:04 am.**

92

Dorene Hagen, Chair	X			
Crystal Herring	X			
Mary Elkins	X			

93

Date Final Minutes Approved by Board:	April 4 <sup>th</sup> , 2025
<input type="checkbox"/> Meeting <input checked="" type="checkbox"/> Onboard	