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

6 **BOARD OF PROFESSIONAL COUNSELORS**
7 **Minutes of the meeting August 15, 2025**
8
9

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

12
13 **Agenda Item - Call to Order/Roll Call**

14 The Chair called the meeting to order at 9:00 am.
15

16 **Board Members Present Constituting a Quorum**

17 Crystal Herring, Chair, Licensed Professional Counselor
18 Mary Elkins, Licensed Professional Counselor
19 Carrie Elaine Border, Licensed Professional Counselor
20 Ashley Martin, Licensed Professional Counselor
21

22 **Staff Members Present**

23 Jeanne Pace, Program Coordinator II
24 Miriam Honea, Licensing Examiner III
25 Marlo Adams, Licensing Examiner III
26 Billy Homestead, Investigator III
27 Jasmin Bautista, Investigator III
28

29 **Public Members Present**

30 Lexie Palmer
31 Crystal Edwards
32

33 **Ethics Disclosure**

34 The board had no ethics disclosures to report.
35

36 **Agenda Item - Review/Approve Agenda**

37 **In a motion duly made by Mary Elkins, seconded by Ashley Martin with unanimous consent, it**
38 **was resolved to approve the August 15, 2025, agenda as presented.**

Board Member	Approve	Deny	Recuse	Absent
Crystal Herring, Chair	X			
Mary Elkins	X			
Carrie Elaine Border	X			
Ashley Martin	X			

39
40 **Agenda Item – Public Comment**

41 Public Comment opened at 9:10 am
42 Public members in attendance opted not to provide comment.
43 Public comment closed at 9:12 am
44

45 **Agenda Item - Investigations Report**

46 The investigation report for the period of March 29, 2025, to August 4, 2025, was shared with the
47 Board by Investigator, Jasmin Bautista. There are seventeen (17) open cases and eight (8) closed
48 cases.
49

50 **Agenda Item - Consent Agreement**

51 **In accordance with the provisions of Alaska Statute 44.62.310(c) and Alaska Constitutional**
 52 **Right to Privacy Provisions, Mary Elkins, moved that the Alaska State Board of Professional**
 53 **Counselors enter into executive session for the purpose of matters which by law municipal,**
 54 **charter or ordinance, are requested to be confidential. The board staff to remain during the**
 55 **session are Billy Homestead, Jasmin Bautista, Jeanne Pace, Miriam Honea, and Marlo Adams.**
 56 **Ashley Martin seconded the motion. Passed by unanimous consent.**

Board Member	Approve	Deny	Recuse	Absent
Crystal Herring, Chair	X			
Mary Elkins	X			
Carrie Elaine Border	X			
Ashley Martin	X			

57
 58 Crystal Herring, Board Chair, was the reviewing member for case #2024-000925 and recused
 59 herself from the consent agreement discussion and vote.

60
 61 Off record at 9:16 am
 62 On record at 9:42 am

63
 64 **In a motion duly made by Carrie Elaine Border, seconded by Mary Elkins with unanimous**
 65 **consent, it was resolved to approve the consent agreement for case number #2024-000925.**

Board Member	Approve	Deny	Recuse	Absent
Crystal Herring, Chair			X	
Mary Elkins	X			
Carrie Elaine Border	X			
Ashley Martin	X			

66
 67 **Agenda Item - Report Out (Crystal Herring)**

68 Crystal Herring provided an overview of the NBCC Regulatory Board Summit conference.
 69 One of the topics discussed at the conference was the counseling compact. Representatives from
 70 the state of Texas shared why they rejected the Compact at the NBCC conference. Texas wants
 71 more local people licensed and not outsiders. People outside their state would be paid with Texas
 72 community dollars. The board of professional counselors briefly discussed joining the compact but
 73 reiterated that this is not an option for Alaska at this time.

74
 75 Additionally, the potential need for a professional counselor jurisprudence assessment was
 76 discussed. Professional counselor statutes do not include language to allow for a jurisprudence
 77 assessment. A statutory change is needed to allow for a jurisprudence assessment. A viable
 78 jurisprudence assessment requires the creation of an objective assessment, and a streamlined
 79 administration process for the assessment by staff. The two mental health boards who do have a
 80 jurisprudence assessment have had some struggles with objective examinations and
 81 administration of the examination. Discussion surrounding distinguishing between moral, ethical,
 82 and legal issues was had. No determination was made.

83
 84 Off record at 10:05 am
 85 On record at 10:10 am

86
 87 **Agenda Item - New Business**

88 **Servicemembers Civil Relief Act (SCRA) –**

89 The federal Servicemembers Civil Relief Act (SCRA) licensure portability laws require
 90 states to issue comparable licenses to any military service member or spouse with orders
 91 to Alaska if that licensee has held that license in at least one other U.S. jurisdiction and is
 92 in good standing in all U.S. jurisdictions where they hold and have ever held a license. To
 93 qualify for a license under SCRA, the military member or spouse must submit the following
 94 items. Each U.S. jurisdiction has a legal requirement to comply with the federal law and

95 issue the license once these requirements are met. The board discussed the SCRA licenses and
96 determined there was no benefit to having the board vote on these applications if the board is
97 required to simply approve them.
98

99 **I, Mary Elkins, move that licenses applied for under the Federal Servicemembers Civil Relief**
100 **Act's (or "SCRA") licensure portability laws be reviewed, approved, and issued by the**
101 **division, rather than by the board, in order to comply with federal law requiring expediency**
102 **and due to the fact that the board's authority and requirement to approve and issue**
103 **licenses is under Alaska Statute Title 8, rather than federal law. Once license is issued**
104 **pursuant to the SCRA, these licenses will be subject to the requirements of Title 8 of**
105 **Alaska Statutes and subject to the board's authority, same as all other Alaska professionals**
106 **licenses under the board's jurisdiction.**

Board Member	Approve	Deny	Recuse	Absent
Crystal Herring, Chair	X			
Mary Elkins	X			
Carrie Elaine Border	X			
Ashley Martin	X			

107
108 **Agenda Item – New Business**

109 **A. Supervision Position Statement**

110 Mary Elkins shared clarifying language for the supervision position statement with the Board for
111 their review and discussion. The intent of the position statement is to clarify that the wording
112 "performed over a period of two years" in AS 08.29.110(a)(6) means 24 months (730 days) of
113 supervision, not two years from the beginning to end date, which included 3,000 hours of
114 supervision.

115 When the board has the opportunity to provide clarification in regulation, the board will revisit this
116 topic.
117

118 **In a motion duly made by Mary Elkins, seconded by Ashley Martin with unanimous consent, it**
119 **was resolved to accept the supervision position statement as read into the record with the**
120 **addition of 730 days in parentheses directly after 24 months on the application.**

Board Member	Approve	Deny	Recuse	Absent
Crystal Herring, Chair	X			
Mary Elkins	X			
Carrie Elaine Border	X			
Ashley Martin	X			

121
122 **Agenda Item - Tabled Applications**

123 The board discussed that they could approve the applications pending receipt of additional
124 information regarding supervision hours and that the division will communicate the missing
125 information to the applicants. A member of the public whose application was under discussion
126 asked for information to be provided on record during the meeting regarding missing hours for
127 licensure and the board responded that five days of supervised experience are required to
128 complete the requirements.
129

130 **In a motion duly made by Mary Elkins, seconded by Ashley Martin with unanimous consent, it**
131 **was resolved to approve application #235213 pending receipt of additional supervision time to**
132 **meet the two year supervision requirement as stated in 08.29.110(a)(6).**

Board Member	Approve	Deny	Recuse	Absent
Crystal Herring, Chair	X			
Mary Elkins	X			
Carrie Elaine Border	X			
Ashley Martin	X			

133

134 **In a motion duly made by Carrie Elaine Border, seconded by Ashley Martin with unanimous**
 135 **consent, it was resolved to approve application #239485 pending receipt of additional**
 136 **supervision time to meet the two-year supervision requirement as stated in 08.29.110(a)(6).**

Board Member	Approve	Deny	Recuse	Absent
Crystal Herring, Chair	X			
Mary Elkins	X			
Carrie Elaine Border	X			
Ashley Martin	X			

137
 138
 139 **Agenda Item - School Counselors**
 140 The Board discussed school counselors applying for a professional counselor’s license. The Board
 141 voiced the need to review the school counselor license to see what is required of this license type.
 142 The Board wants to ensure school counselors have the necessary competencies, supervision, and
 143 training that licensed professional counselors receive. The board chair proposed homework to
 144 members to identify supervision topics, competencies, and training for all LPCs. The Board asked
 145 the division for a clean copy of current proposed regulations regarding supervision for their review.
 146 Board members are to send their thoughts and findings on this matter to the chair.

148 **Agenda Item - Administrative Update**
 149 **Schedule Future Board Meetings** - The next board meetings were determined to be held on
 150 November 14, 2025, and January 16, 2026.

151 **Agenda Item - Application Review**
 152 Board members opted to use Onboard to vote on applications rather than reviewing and voting on
 153 the applications during the meeting.
 154
 155 The Board discussed the regulation involving no more than 12 hours of continuing education in a
 156 twenty-four (24) hour period and questioned whether this regulation is punitive in any way. The
 157 Board would like this topic added to the list of possible regulation adjustments. Board members
 158 asked what defines an ethics continuing education course. The response was if ethics is in the title
 159 of the course or it is listed on the continuing education certificate then it counts toward ethics.

162 **Agenda Item – Adjournment**
 163 **In a motion duly made by Carrie Elaine Border, seconded by Ashley Martin with unanimous**
 164 **consent, it was resolved to adjourn the August 15, 2025, meeting at 12:47 pm.**

Board Member	Approve	Deny	Recuse	Absent
Crystal Herring, Chair	X			
Mary Elkins	X			
Carrie Elaine Border	X			
Ashley Martin	X			

165

Date Final Minutes Approved by The Board: 09.05.2025	
Onboard: X Meeting	

166