

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

BOARD OF PROFESSIONAL COUNSELORS
Minutes of the meeting April 11, 2025

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

The Chair brought the meeting to order at 9:02 am.

The Board Chair reminded members of the use of Roberts Rules of Order during professional counselor board meetings.

Agenda Item - Roll Call

Board Members Present Constituting a Quorum

Crystal Herring, Chair, Licensed Professional Counselor
Mary Elkins, Licensed Professional Counselor
Carrie Elaine Border, Licensed Professional Counselor
Ashley Martin, Licensed Professional Counselor

Staff Members Present

Glenn Saviers, Deputy Director
Jeanne Pace, Program Coordinator
Miriam Honea, Licensing Examiner III
Marlo Adams, Licensing Examiner III
Melissa Dumas, Operations Manager
Jasmin Bautista, Investigator III
Jenni Summers, Investigator III
Sharon Blosser, Paralegal II

Members of the Public Present

Emily Hooyer

Agenda Item – Ethics Disclosures

Mary Elkins disclosed that her supervisee is requesting to speak during the public comment section. Mary Elkins agreed to recue herself during the discussion.

Agenda Item - Review/Approve Agenda

In a motion duly made by Ashley Martin, seconded by Elaine Border with unanimous consent, it was resolved to approve the agenda.

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

Agenda Item - Introduction of New Board Members

Ashley Martin and Carrie Elaine Border are the two new board members.

Agenda Item - Public Comment

Emily Hooyer spoke during the public comment section. She described having difficulties getting previous supervisors to sign off on the supervision hours she obtained during their supervisor-supervisee relationship. Mrs. Hooyer asked the board for an exception to the required 3000 h of supervised experience required for licensure.

The board discussed Mrs. Hooyer's situation and explained that the board does not have the authority to waive their own statutory or regulatory requirements. Board chair, Crystal Herrings, agreed to follow up with an email to the public member with further explanation.

Agenda Item - Investigations

Investigator, Jasmin Bautista, gave the investigations report for the period of December 4, 2024, through March 28, 2025. There are sixteen (16) open cases, this includes continuing education cases. There are twelve (12) closed cases, which also include continuing education cases. There are no cases older than the year 2024.

Agenda Item – Investigations Training (Provided by Jasmin Bautista, Investigator III)

In accordance with the provisions of Alaska Statute 44.62.310(c) and Alaska Constitutional Right to Privacy Provisions, Mary Elkins, moved that the Alaska State Board of Professional Counselors enter into executive session for the purpose of matters which by law municipal, charter or ordinance, are requested to be confidential. Board Staff to remain during the session are Jasmin Bautista, Jenni Summers, Sharon Blosser, Miriam Honea, and Marlo Adams. Carrie Elaine Border 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			

Off record at 9:38 am
On record at 11:02 am

Off record at 11:02 am
On record at 11:10 am

Agenda Items - Regulations and Legislative Update

Jeanne Pace provided the board with a brief update on their Regulation project regarding the Associate License. The project is currently being reviewed and is not out for public comments yet.

Glenn Saviers shared information on the nurse licensure compact and temporary licensure. The Board of Nurses has unanimously decided that they need this compact. The Board was asked to support the nurse licensure compact as nursing makes up 25% of the licensing programs in the state. The nurses joining the compact allows us to free up the nurse licensing examiners to help license in other programs, and the division can better allocate our licensing examiners to programs that need help in timely processing and licensing of applicants.

The Chair would like copies of the draft letters Glenn mentioned.

Glenn Saviers continued to inform the board about House Bill 158 and Senate Bill 145 regarding professional licensing temporary permits. The bills streamline the requirements for temporary licenses, specifically for those licensed in another U.S. jurisdiction with no disciplinary action on their license.

97 The temporary license would allow licensees to practice for six (6) months while applying for a full
98 license and therefore close any transitional gaps that may occur when licensees are transitioning to
99 Alaska from out of state.

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101 The fees associated with the temporary license are not specified in statutes and each board will
102 determine the fees for that license type individually.

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104 **Agenda Item - Conference Report AASCB**

105 Crystal gave an overview of her attendance at the AASCB conference in February 2025. The focus of the
106 sessions Crystal Herring attended at the conference was AI and supervision. The board may compose a
107 position statement on AI to post on the professional counselor webpage.

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109 Crystal Herring also shared that many states seem to have a supervisor plan in place that provides
110 more structure to the supervisor – supervisee relationship. The board agreed that a supervision plan
111 may improve oversight.

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113 **In a motion duly made by Carrie Elaine Border, seconded by Mary Elkins with unanimous consent,**
114 **it was resolved to move agenda items to after the division update with Melissa Dumas.**

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

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116 **In a motion duly made by Mary Elkins, seconded by Carrie Elaine Border with unanimous consent,**
117 **it was resolved to return from the lunch break at 12:30 pm.**

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

118
119 Off record at 12:10 pm
120 On record at 12:33 pm

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122 **Agenda Item – Future Conferences**

123 The conference schedule for the remainder of 2025 was discussed.

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125 **Agenda Item – Finance Report**

126 Melissa Dumas, Operations Manager, shared the 2nd quarter FY 2025 report.

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132 **In a motion duly made by Carrie Elaine Border, seconded by Mary Elkins with unanimous consent,**
133 **it was resolved to move to the Administrative Update portion of the agenda.**

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

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Agenda Item – Administrative Updates

Background report will no longer be forwarded to the board for review. If the criminal background report shows findings or the applicant answered one of the professional fitness questions with “yes”, the division and the investigations team will clear the report before the application will be forwarded to the board.

CE provider applications will no longer be sent to the Board. 12 AAC 62.320. (3) and (7) cover most of the courses pertaining to professional counseling. The CE provider applications have been taken off the website.

Jeanne Pace shared with the board the need for clarification regarding licensure by credentials as this section in the Statutes causes a lot of confusion with customers. Sec. 08.29.120 allows the Board to issue a license under this chapter to a person who is licensed in another jurisdiction to practice professional counseling if the Board finds that the other jurisdiction has substantially the same or higher licensure requirements. This is not requiring the applicant to provide evidence they have met all the Alaska requirements, but rather that they hold a current license to practice in another jurisdiction whose requirements today are substantially the same as this state. If that jurisdiction has substantially the same or higher requirements as this state, then the license from that jurisdiction is considered equivalent and therefore meets the licensure requirements for Alaska. The education requirements or how many graduate semester hours the licensee was required to have in the other jurisdiction when their original license was issued are not part of the equivalency determination, only the requirements in the other jurisdiction at the time the applicant applies for licensure in Alaska.

The board agreed with this clarification and interpretation.

The professional counselor application by credentials will be updated to prevent further confusion regarding equivalency.

Off record at 2:10 pm

On record at 2:17 pm

Agenda Item - Correspondence

The board reviewed the correspondence received of someone requesting the board to take a public stance against the medical board.

The Board determined it is not within the board’s scope of practice to take a public stance against another board. Crystal Herring agreed to compose a response to this individual.

Agenda Item - Annual Report

The board reviewed the draft for the annual report that is required by Boards and Commissions. The decision was made to email additional information to Miriam Honea by May 25, 2025, to be added to the report. The annual report will be added to OnBoard for voting.

Agenda Item - Schedule Future Board Meetings

The next board meeting is tentatively scheduled for August 15, 2025.

In a motion duly made by Ashley Martin, seconded by Mary Elkins with unanimous consent, it was resolved to adjourn the April 11, 2025, Professional Counselors Board Meeting at 3:20 pm.

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

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Ashley Martin	X			
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Date Board Approved Minutes of The Meeting:		
Meeting	Onboard X	May 16 th 2025