

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

BOARD OF PROFESSIONAL COUNSELORS
Minutes of the meeting August 15, 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.

Agenda Item - Call to Order/Roll Call

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

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

Jeanne Pace, Program Coordinator II
Miriam Honea, Licensing Examiner III
Marlo Adams, Licensing Examiner III
Billy Homestead, Investigator III
Jasmin Bautista, Investigator III

Public Members Present

Lexie Palmer
Crystal Edwards

Ethics Disclosure

The board had no ethics disclosures to report.

Agenda Item - Review/Approve Agenda

In a motion duly made by Mary Elkins, seconded by Ashley Martin with unanimous consent, it 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			

Agenda Item – Public Comment

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

Agenda Item - Investigations Report

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

Agenda Item - Consent Agreement

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. The board staff to remain during the session are Billy Homestead, Jasmin Bautista, Jeanne Pace, Miriam Honea, and Marlo Adams. 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			

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

Off record at 9:16 am

On record at 9:42 am

In a motion duly made by Carrie Elaine Border, seconded by Mary Elkins with unanimous 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			

Agenda Item - Report Out (Crystal Herring)

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

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

Off record at 10:05 am

On record at 10:10 am

Agenda Item - New Business

Servicemembers Civil Relief Act (SCRA) –

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

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

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

Agenda Item – New Business

A. Supervision Position Statement

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

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

In a motion duly made by Mary Elkins, seconded by Ashley Martin with unanimous consent, it was resolved to accept the supervision position statement as read into the record with the 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			

Agenda Item - Tabled Applications

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

In a motion duly made by Mary Elkins, seconded by Ashley Martin with unanimous consent, it was resolved to approve application #235213 pending receipt of additional 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			

In a motion duly made by Carrie Elaine Border, seconded by Ashley Martin with unanimous consent, it was resolved to approve application #239485 pending receipt of additional 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			

Agenda Item - School Counselors

The Board discussed school counselors applying for a professional counselor's license. The Board voiced the need to review the school counselor license to see what is required of this license type. The Board wants to ensure school counselors have the necessary competencies, supervision, and training that licensed professional counselors receive. The board chair proposed homework to members to identify supervision topics, competencies, and training for all LPCs. The Board asked the division for a clean copy of current proposed regulations regarding supervision for their review. Board members are to send their thoughts and findings on this matter to the chair.

Agenda Item - Administrative Update

Schedule Future Board Meetings - The next board meetings were determined to be held on November 14, 2025, and January 16, 2026.

Agenda Item - Application Review

Board members opted to use Onboard to vote on applications rather than reviewing and voting on the applications during the meeting.

The Board discussed the regulation involving no more than 12 hours of continuing education in a twenty-four (24) hour period and questioned whether this regulation is punitive in any way. The Board would like this topic added to the list of possible regulation adjustments. Board members asked what defines an ethics continuing education course. The response was if ethics is in the title of the course or it is listed on the continuing education certificate then it counts toward ethics.

Agenda Item – Adjournment

In a motion duly made by Carrie Elaine Border, seconded by Ashley Martin with unanimous 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			

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