

STATE OF ALASKA
DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING

BOARD OF PROFESSIONAL COUNSELORS
OCT 30-31, 2014
MINUTES OF MEETING

By authority of AS 08.01.070(2) and AS 08.95.020, and in compliance with the provisions of AS 44.62, Article 6, a scheduled meeting of the Board of Professional Counselors was held in Anchorage, Alaska, at 550 West 7th Avenue.

Thursday October 30, 2014

Call to Order/Roll Call 9:20 AM

Board members present, forming a quorum of the Board, were:

Anne Brainerd, Licensed Professional Counselor, Chair
Stephanie Johnson, Licensed Professional Counselor
Lyn Tashea, Licensed Professional Counselor
Lillian Mitchell, Public Member

Board Member, Debra Hamilton, Licensed Professional Counselor, was on an excused absence.

Present from the Division of Corporations, Business, and Professional Licensing at various times were:

Michele Wall-Rood, Investigator
Angela Birt, Chief Investigator
Angie Parker, Licensing Examiner
Colleen Kautz, Division Operations Manager
Sara Chambers, Director

Ethics Reports

There were no ethics violations to report.

Agenda Item 1 Review Agenda

The Board reviewed the agenda:

On a motion duly made by Lyn Tashea, seconded by Stephanie Johnson, and passed unanimously, it was

RESOLVED to accept the agenda as amended below:

Item 5A changed, Lyn Tashea will make report not Hamilton

Item 5B change; delete AASCB, change to CLEAR conference, report by Mitchell.

On a motion by Lyn Tashea, seconded by Lillian Mitchell, and approved unanimously it was

RESOLVED to go into executive session with staff in accordance with AS 44.62.310(c) (2) and (3) for the purpose of discussing an applicant file. (Stephanie Johnson recused herself from discussion)

Off record 9:42 AM
On record 10:17 AM

Agenda Item 2 Review Meeting Minutes

The Board reviewed the minutes from the July meeting. The Board approved the agenda as amended:

On a motion duly made by Lillian Mitchell, seconded by Stephanie Johnson, and passed unanimously, it was

RESOLVED that the Board accept the July 24 -25, 2014 meeting minutes as amended.

Agenda Item 3 Budget Report

Martha Hewlett, Administrative Officer was present via teleconference. She discussed and gave an overview of the Professional Counselor Board program's FY 2014 year end budget information and projections. There is still a \$49,762.00 deficit but the Board did reduce the deficit by about \$100,000.00. At the next meeting there will be a more detailed presentation of the indirect detail and the costs breakdown.

Agenda Item 4 Old Business

AKCA Liaison Report- Lyn Tashea reported for Board Member Hamilton. Tashea reported that Hamilton had written a letter to J.R. Myer regarding the supervision language. Tashea followed up with and spoke to Renee Georg that stated AKCA is in support but has taken no action. Tashea will follow up in November.

University Liaison Report- discussion regarding a grant being given to APU, UAA or UAF to explore CACREP accreditation. CACREP requires that professors are PhD's. Nothing confirmed yet

MFT and NCE testing- discussion and report tabled until Hamilton returns from overseas.

Task List discussed-

- Brainerd stated that she had spoken to Jaedon Avey regarding giving a presentation to the Board. He is honored to do so, looking at the April meeting. The board will look at specifics at the January meeting.
- Brainerd wanted to thank Director Chambers regarding the Divisions new travel policy.
- Brainerd gave praise to Parisa Elahian for excellent travel processing performance.

Agenda Item 5 Conference Reports

Board member Lyn Tashea gave two of conference reports above during Old Business.

CLEAR Conference Report – Board member Lillian Mitchell attended the CLEAR conference in New Orleans which was widely attended from all over the world. The keynote speaker was Dr. Shirley Svorny. She gave a

controversial opening speech regarding regulation and enforcement of licensing which was debated throughout the event. Lillian also attended sections on online testing , digital technology, voting online, public protection, teleconferencing, CEU regulation, reinstatement , and different approaches to discipline.

Discussion took place regarding sending either Jun Maiquis or Michele Wall-Rood to this conference next year.

Agenda Item 10 Correspondence (The Board decided to jump ahead to this item because of time restraints)

- 1) Gallegos works in a hospital doing brief interventions with no caseload does she need disclosure form?
- Yes, she needs a disclosure statement. Advise to ask the hospital to incorporate it in their record for her protection.
- 2) ASOT- Wants info regarding educational requirements.
-Refer to 12 AAC 62.120(7)(b) and 08.29.110(a)(5), needs 8 out of the 10 criteria.
- 3) Prokop -if a patient is court ordered to see a counselor does the counselor automatically get to see patient or does she need ROI?
-Yes, she gets to see automatically, but good to have ROI filled out for the agency and the individual.
- 4) Tyler- wants to know to open a business with her approved supervisor, on the business license; do both names need to be on license?
-refer to an attorney, not a question for PC Board.
- 5) Lindley has a Masters in Psychology with only 30 semester hours. Will the supervised hours she puts in count while she is earning the additional 30 semester hours?
-Yes
- 6) Logan wants to know if the IC &RC Advanced Chemical Dependency Exam would be accepted in lieu of NCE or NCHMCE?
-No, the scope of the exam is too narrow.

Lunch 12:14 pm- 1:00 pm

Agenda Item 6 Public Comment

Applicant Lorraine Landers called in to discuss her application status. She waived confidentiality of her application status and wanted to discuss with the Board on record the specifics regarding her transcripts and coursework, supervision, and exam issues. The Board listened to Ms. Lander's statements and explained to her what she needed to complete for her application to be approved.

Agenda Item 7 Investigator Report

A. General Report

Investigator Wall-Rood met with the Board and introduced the new Chief Investigator, Angela Birt. Ms. Birt gave a presentation on her background and overview for upcoming changes to the investigations section

Investigator Wall-Rood gave the Investigations Report. As of July 1 2014 through September 30, 2014 there were 8 matters opened, and 5 closed. A total of 11 matters remain ongoing and under review.

Agenda Item 8 Division Update

Director Sara Chambers introduced the new Division Operations Manager, Colleen Kautz. Director Chambers explained that she is working on a comprehensive report which will include more information and transparency, ensuring more accuracy in future budgeting. She wants the Board to have a working knowledge to refer to keep

continuity. She will have it done by Nov., 2014. Angie will need to schedule additional time for Budget report for January meeting. Colleen attended all three days of CLEAR conference. She gave a brief report.

Agenda Item 9 Application Review

The Board reviewed 31 applications, and 3 continuing education provider's approval requests, and 1 reinstatement. Review done on Thursday and Friday, motion made on Friday.

On a motion by Stephanie Johnson, seconded by Lillian Mitchell, and approved unanimously it was

RESOLVED to approve the following list of applications with the stipulation that the information in the applicants' files will take precedence over the information in the minutes:

PROFESSIONAL COUNSELOR – EXAM

- **Ragan, Shawna**
- **Drake, Alisa**
- **DeGroot, Emily**
- **Hamilton, Shana**
- **Phifer, Katherine**
- **Mimms, Dannon**
- **McKee, Caron**
- **Herman, Alyson**
- **Compton, Desiree**
- **Couthran, William (Brainerd recused)**

PROFESSIONAL COUNSELOR – CRED

- **Riley, William S.**

PROFESSIONAL COUNSELOR SUPERVISOR

- **Cross, Jennifer**
- **Jones, Randal**
- **Sonkiss, Joshua J.**
- **Woodard, Thomas**
- **Mayer, Susan**

CONTINUING EDUCATION PROVIDER APPROVAL

- **API – Dialectical Behavior Therapy**
- **Matsu Borough School District- Capturing Kids Hearts**

REINSTATEMENTS

Holmes, Kenneth

Angie Parker received text message inquiries from Rep. Wilson's office regarding an applicant file.

On a motion by Lyn Tashea, seconded by Lillian Mitchell, and approved unanimously it was

RESOLVED to go into executive session with staff (Parker, Chambers, and Kautz) in accordance with AS 44.62.310(c) (2) and (3) for the purpose of discussing an applicant file. (Stephanie Johnson recused herself from discussion)

Off record 5:20 pm

On record 5:51 pm

Upon a motion made by Stephanie Johnson and seconded by Lillian Mitchell, and approved unanimously, it was

RESOLVED to adjourn.

Meeting adjourned until 9:00am Friday October 31, 2014.

Meeting adjourned at 5:52 p.m.

Friday October 31, 2014

Call to Order/Roll Call 9:06 AM

Board members present, forming a quorum of the Board, were:

Anne Brainerd, Licensed Professional Counselor, Chair
Stephanie Johnson, Licensed Professional Counselor
Lyn Tashea, Licensed Professional Counselor
Lillian Mitchell, Public Member

Board Member, Debra Hamilton, Licensed Professional Counselor, was on an excused absence.

Present from the Division of Corporations, Business, and Professional Licensing at various times were:

Michele Wall-Rood, Investigator
Angie Parker, Licensing Examiner

Barbara Barnes, assistant to Rep. Wilson called in to listen to the meeting. Rep Wilson will call in at 1:00 pm

Agenda Item 9 Application Review cont'd

The Board completed review of the remaining applications.

**On a motion by Lyn Tashea, seconded by Lillian Mitchell, and approved unanimously
it was**

**RESOLVED to go into executive session with staff (Parker, Wall-Rood) in
accordance with AS 44.62.310(c) (2) and (3) for the purpose of discussing
investigation files.**

Off record 10:27 AM

On Record 11:14 AM

Agenda Item 10 Correspondence

(Discussed on Thursday per change made by Brainerd)

Agenda Item 11 Regulations

The Board took no new action. Waiting previously proposed regulations drafts. The regulations specialist is combining proposals into one project and is waiting for completed PARF. The draft language has not been drafted.

Agenda Item 12 New Business

A. Face-to-Face- resolution already done.

- B. Registered Intern- The Board discussed drafting language for an intern or something similar to what Colorado has.
- C. Supervision language- The Board discussed the regulatory change to AAC 62.200 (5)(b) Code of Ethics.

On a motion duly made by Lyn Tashea, seconded by Lillian Mitchell, and passed unanimously, it was

RESOLVED to accept the wording and Public Notice of 12 AAC 62.200- (5), (b)(supervisor Code of Ethics) as presented with the understanding that the Department of Law has the authority to alter the wording without altering the intent of the changes.

To read as follows: 12 AAC 62.200 (5) (b) The code of ethics for an approved counselor supervisor certified under this section is the “AMCHA Code of Ethics,” 2010 edition, adopted by reference in 12 AAC 62.900.

Lunch 12:02 PM

Return 12:58 PM

1:00 pm Representative Wilson called in to discuss a constituent applicant.

Agenda Item 13 Board Business

A. Task List

Anne Brainerd will contact Jaydon Avey regarding speaking with the Board on Technology.
Angie will schedule extra time at January PC Board meeting with Director Chambers for Indirect presentation.
Lyn Tashea will continue conversations with J.R. Myer regarding approved supervisor language and on 08 29.110 (b)
Brainerd, Tashea, and Johnson will form a subcommittee to investigate registered intern info.

B. Sign Wall Certificates-Wall certificates were signed

C. Schedule future meetings-

January 22 -23-2015

April 16 -17, 2015

July 16 -17, 2015

October 15-16, 2015

D. Sign Meeting Minutes-

Signature of the July_Minutes was tabled until corrections are made.

F. Training/conferences-

Brainerd will attend AASCB Conference in January 2015 in Savannah.

Upon a motion made by Lillian Mitchell, and seconded by Lyn Tashea, and approved unanimously, it was

RESOLVED to adjourn.

Meeting adjourned at 1:59 p.m.

Respectfully submitted:



Licensing Examiner

Approved:



Anne Brainard, Chair
Board of Professional Counselors

Date: June 19, 2015