

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

BOARD OF PROFESSIONAL COUNSELORS  
SEPTEMBER 24-25, 2015  
MINUTES OF MEETING

**These DRAFT minutes were prepared by the staff of the Division of Corporations, Business and Professional Licensing. They have not been reviewed or approved by the board.**

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 W. 7th Avenue.

Thursday, September 24, 2015

**Call to Order/Roll Call 9:33 A.M.**

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  
Debra Hamilton, Licensed Professional Counselor

Excused - Lillian Mitchell, Public Member

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

Michele Wall-Rood, Investigator  
Sonia Lipker, Probations Monitor/ Investigator  
Brian Howes, Investigator  
Renee Hoffard, Licensing Examiner

**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 Debra Hamilton, seconded by Stephanie Johnson, and passed unanimously, it was**

**RESOLVED to accept the agenda as amended:**

Correct Date page 1 to September 24.

Agenda item # 3 Conference Reports; Addition "B" CLEAR Conference.

Agenda item #10 Old Business; Additions "D" Update on Mental Health Board summit, "E" Supervision and exams, "F" Legislative subcommittee/Statutes.

Agenda item #12 New Business; Addition "B" Renewal forms, question # 3 professional fitness.

Move agenda item #10 "A" Review of minutes to Thursday, September 24 as time allows.

## Agenda Item 2 Conference Report(s)

- A. AkCA liaison report by Lyn Tashea. There had been no contact with the Association since the last meeting. She had checked the AkCA website for meetings but none were scheduled. She did note the change in Chair persons for the AkCA board and had reached out to the new chair via email. There has been no response. Renee, Sara Chambers, Operations Manager for the Division, and the board have all reached out to AkCA with no response. AkCA's website has not been updated with information concerning their new board members. Due to the lack of set organization within the association, the Board has formed a subcommittee to pursue Statute changes for the licensing program.
- B. CLEAR conference; Lyn Tashea attended the conference September 16-19 in Boston, MA. The conference was very well organized and rich in content. Several of the roundtable discussions were very informative; one was on openness and transparency. The dialogue was between peers discussing what is appropriate and what is too much; they posed questions from extreme end of openness and transparency. There was also discussion about how much information should be released concerning disciplinary action. She also attended a discussion about social media that was very informative. Overall she was very impressed with the learning opportunities of the conference and felt it was one of the most informative and organized conferences she had attended.

## Agenda Item 3 Investigator Report

### A. General Report

Investigator Wall-Rood met with the Board. She informed the board that Medical Probation Monitor, Sonia Lipker would be taking over as Investigator for the program. Investigator Brian Howes was also present.

Investigator Lipker gave the Investigations Report. As of March May 27, 2015 through September 3, 2015 there were 4 matters opened and 16 closed. A total of 3 matters remain ongoing and under review; 2 on the matters are undergoing legal review for possible litigation, 1 is a preliminary investigation. The Board has 1 probationer at this time; that individual is in compliance; 1 probation was completed during the time period; that case was closed.

**On a motion by Debra Hamilton, seconded by Stephanie Johnson, and approved unanimously it was**

**RESOLVED to go into executive session in accordance with AS 44.62.310(c) (3) for the purpose of discussing matters which by law, municipal charter, or ordinance are required to be confidential. Board staff Renee Hoffard to remain in room during executive session.**

Off record at 10:32 a.m.

On record at 10:54 a.m.

**On a motion by Debra Hamilton, seconded by Lyn Tashea, , the Board unanimously voted to find Ms. Lynne Kelsey had defaulted on her opportunity to respond to the Accusation filed in Case No. 2013-001437 and 2013-000808, and, in the same motion, unanimously voted to revoke Ms. Lynne Kelsey's Alaska Professional Counselor's license No. PCOP238.**

Chair Brainerd thanked Investigator Wall-Rood for the work she has done in the past and welcomed Investigator Lipker. Investigators Wall-Rood, Lipker, and Howes exited the meeting.

## Agenda Item 10 Old Business

A: Review of meeting minutes:

**On a motion duly made by Stephanie Johnson, seconded by Debra Hamilton, and passed unanimously, it was**

**RESOLVED that the Board accept the June 2015 and August 2015 meeting minutes as amended.**

Renee to provide corrected minutes for signature Friday, September 25.

Agenda item #5 was scheduled to begin at 11:00 a.m.; Renee attempted with no success to reach Sara Chambers to determine if the Division was going to be available to provide the Division Update.

**On a motion by Debra Hamilton, seconded by Stephanie Johnson, and approved unanimously it was**

**RESOLVED to break until 1:00 p.m.**

Off the record at 11:23.

**Agenda Item 5 Division Update**

Division Operations Manager Sara Chambers phoned into the meeting. She and the Board discussed the FAQ sheet posted on the Board webpage concerning the regulations changes about the fee increase for licensees. As Sara had phoned into the meeting late; she offered to make arrangements to speak on the record with the Board at a later date.

On the record at 1:13 p.m.

**Agenda Item 6 Distance Counseling**

Roy Huggins and Michelle Wade phone into the meeting to discuss distance counseling with the Board. Roy is a LPC licensed in Oregon that provides distance counseling per the statutes and regulations of his state; Michelle previously worked for the American Counseling Association. Roy answered questions that the Board had concerning distance counseling. At this time Alaska does not have specific Statutes or Regulations for distance counseling at this time. The Board expressed concerns about the impact distance counseling could have on the public in Alaska; they feel that a counselor should be licensed in the state or jurisdiction where their patient/client is physically located. Some states do already have regulations in place concerning distance counseling. The Board reviewed the handouts Roy provided and will continue to research and discuss distance counseling and the affect it has on Alaskans and Licensed Professional Counselors.

**Agenda Item 8 Public Comments**

There was no public comment.

Off the record for a break at 2:15 p.m.

Back on the record from break at 2:46 p.m.

**Agenda Item 9 Application Review**

The Board reviewed 20 applications for licensure, 9 applications to be a Board Approved Supervisor, 2 continuing education provider's approval requests, 3 requests for Alternate Supervision Plans, and 1 reinstatement. Review completed and motion made on Friday.

**On a motion by, seconded by, and approved unanimously it was**

**RESOLVED to adjourn until 9:00 a.m. Friday, September 25, 2015.**

Meeting adjourned until 9:00 a.m. Friday, September 25, 2015.

Meeting adjourned at 5:36 p.m.

**Friday September 25, 2015**

**Call to Order/Roll Call 8:58 A.M.**

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  
Debra Hamilton, Licensed Professional Counselor

Excused - Lillian Mitchell, Public Member

Present from the Division of Corporations, Business, and Professional Licensing:

Renee Hoffard, Licensing Examiner

The Board continued with the agenda as written.

**Agenda Item 8 Application Review**

**On a motion by Lyn Tashea, seconded by, 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**

- Clem, Olga
- Craig, Amy
- Curtis, Kimberly
- Curtis, Yvette
- Lighthill, Janet L.
- Lunsford, Eden M.
- Peirlot, Rhonda A.
- Stearns, Jessica
- Williams, Benjamin G.
- Wolcuff, Troy Edward

**PROFESSIONAL COUNSELOR – CRED**

- Baysinger, Paul
- Bequette, Bobby
- Brown, Angela
- Dunaway, Laura
- Figuried, Joselyn M.
- Gill, Emily
- Harryman, James
- Lewis, Joli
- Manning, George
- Roberts, Carol C.

**PROFESSIONAL COUNSELOR SUPERVISOR**

- Calcaterra, Angela
- Eckholm, Carolyn S.
- Farrington, Nathan D.
- Heninger, Kimberly A.
- Johnston, Jennie
- Kilkenny, Kimberly
- Mangena, Edmore
- Philo, Susan

- **Wilson, Staci**

#### **ALTERNATE SUPERVISION PLANS**

- **Alley, Kandi**
- **Blanc, Noelle**
- **Rush, Matthew**

#### **CONTINUING EDUCATION PROVIDER APPROVAL**

- **The Couples Center of Alaska – Mercy Dennis**
- **Alaska Component Group of International Society for the Study of Trauma and Dissociation – York & Olson**

#### **REINSTATEMENTS**

**Squires-White, Dorothy**

#### **Agenda Item 9 Correspondence**

The Board received a letter from AASCB concerning portability. Several organizations have weighed suggesting that boards allow portability of license after 2 years of practice; AASCB's current recommendation for board considering portability is to allow it after 5 years of practice. Any changes of this nature require statute changes for the program in Alaska. The Board will continue to discuss this in the future.

The Board also received an email from Michael D. Loos, Ph.D., LPC-S in Arkansas from Renee. Dr. Loos expressed his opinions about the credentialing issue "under the guise of portability." Chair Brainerd and Renee will be attending the AASCB annual conference in January before the next scheduled board meeting and anticipate having more information to share with the Board concerning portability when they return.

#### **Agenda Item 10 Old Business**

- Review of minutes, completed Thursday, September 24.
- Regulations – The Department of Law let the Board does not have the authority to make the proposed changes to 12 AAC 62.220(c) and (f). The other regulations from that regulations project were signed and went into effect September 20, 2015.
- Collaboration with UAF concerning CACREP – Renee informed the Board she had discussed with the Division the Boards willingness to work with UAF through the process of applying for CACREP accreditation. At this time there is not a CACREP accredited program in Alaska. The Division feels it is in the best interest of the program to provide assistance to UAF; the Board can offer guidance to ensure the education program meets or exceeds the statutory and regulatory requirements applicants must meet to be licensed in Alaska.
- Mental Health Board Summit – Renee did not have any new information about the Mental Health Board Summit; the licensing examiner for the Psychology Board was recently filled and the new examiner did not have any new information. Renee will contact the examiner and supervisor upon her return to the office and notify the Board of any new information.

Off the Record at 10:13 a.m. for break.

Back on the Record at 10:27 a.m.

- Supervision and Exams - Debra Hamilton had requested information concerning the exams and supervision requirements for Marital and Family Therapists from a colleague that holds both professional licenses. He stated that the exams are comparable; the exam for MFT dealt more with family system therapies. There were more study aides for the LPC exam; MFT's must also take an exam about the statutes and regulation of Alaska as part of the application process. He is not licensed as an MFT supervisor but he did know the requirements. MFT's can be approved supervisors if they have been practicing as a licensed marital and family therapist for 5 continuous years, are licensed in Alaska, and have documentation of having completed at least 6 contact hours of education related to the practice of supervising a marital and family therapist within the last 2 years. MFT supervisor certifications renew every 2 years on the same renewal cycle as MFT licenses; the licensee must have 2 contact hours in supervision each renewal.

- B. Statutes – The Board had previously formed a 3 member subcommittee to work on plans for approaching legislators concerning the statute changes; the division let the Board know that anytime a group of 3 or more Board members meets; the meeting must be public noticed as a meeting of the Board. Chair Brainerd stepped down from the subcommittee, Lyn and Debra will work on plans for meeting with representatives to pursue statute changes. Renee was tasked to forward copies of the Board’s attempts to communicate with AkCA.

### **Agenda Item 13      New Business**

- A. Statute change for interns – The Board discussed the need for statute changes allowing a registration for individuals working on the supervision hours needed for licensure during the discussion for agenda item #10 Old Business E. The Board did agree that Registered Provisional Counselor would be the most effective and clear title.
- B. Renewal Form; question #3 on professional fitness – Licensees have expressed concern about the way the question is worded on the renewal application. “Have you experienced or been treated for bipolar disorder, schizophrenia, paranoia, a psychotic disorder, substance abuse, depression (except for situational or reactive depression) or any other mental or emotional illness?” The question had in prior renewals also included “which may impair or interfere with your ability to practice as a professional counselor.” Renee explained to the Board that the decision to make the change was made by the division. The renewal application asks for information only concerning any activity since the date of the last application submitted by the licensee. The division is allowed by statute to request any information needed to protect the licensees and the public; any information disclosed is protected by HIPPA and is not public information.

### **Agenda Item 11      UAF CACREP Liaison**

The UAF counseling program faculty joined the meeting via phone. UAF is moving forward with the self-study; routing the syllabi to CACREP standards. The goal is to submit the self-study so the program will meet the standards of 2009, the rubric and course objectives will meet the 2016 standards. June 2016 is the deadline to apply under the 2009 standards. Most of the changes that need to be made are on an administrative level. The staff at CACREP is very helpful and accommodating. The faculty is working to create a pool of student volunteers to assist with certain tasks. UAF staff will reach to the Board as needed. UAF staff asked if practicum and intern hours from a CACREP accredited school are accepted for licensure; the Board let them know that per our regulations, no those hours are not accepted. Applicants must fill out the course education worksheet and they must attend classes in 8 of the 10 subjects stated in regulations. UAF CACREP will be added as a standing agenda item on each Board meeting agenda. The call ended at 11:50 a.m.

As the Board had only 1 remaining agenda item; they decided to finish the agenda item and adjourn the meeting early.

### **Agenda Item 13      Board Business**

#### **A. Task List**

1. Renee – email the Board information about the Mental Health Board summit.
2. Renee – send the Board copies of the communication attempts with AkCA.
3. Renee – contact UAF, CACREP group to set time on January meeting agenda.
4. Renee – work on a note for the webpage concerning the renewal applications.
5. Renee – call NBCC to confirm dates and location of the spring symposium; email that information to the Board.

#### **B. Sign Wall Certificates**-Wall certificates were signed

#### **C. Schedule future meetings**- The Board set the following tentative meeting dates for the upcoming year.

1. January 21-22, 2016 Anchorage
2. April 28-29, 2016 Anchorage
3. July 21-22, 2016 Anchorage
4. October 13-14, 2016 Anchorage

#### **D. Sign Meeting Minutes** -

Chair Brainerd signed Final Minutes for June and August 2015.

F Training/conferences –

Chair Brainerd and staff Renee Hoffard will attend the AASCB annual conference January 6-9 in Tampa, FL.

**Upon a motion made by, and seconded by, and approved unanimously, it was  
RESOLVED to adjourn.**

Meeting adjourned at 12:35 p.m.

Respectfully submitted:

\_\_\_\_\_  
Licensing Examiner

Approved:

\_\_\_\_\_  
Anne Brainerd, Chair  
Board of Professional Counselors

Date: \_\_\_\_\_

DRAFT