

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

**BOARD OF PROFESSIONAL COUNSELORS**  
**January 19-20, 2017**  
**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 W. 7th Avenue.

*Thursday, January 19, 2017*

**Call to Order/Roll Call 9:32 A.M.**

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

Anne Brainerd Marko, Licensed Professional Counselor, Chair  
Stephanie Johnson, Licensed Professional Counselor  
Harold Henderson, Licensed Professional Counselor  
Eleanor Vinson, Public Member

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

Sonia Lipkir, Investigator  
Al Kennedy, Sr. Investigator  
Renee Hoffard, Licensing Examiner

Chair Anne Brainerd Marko welcomed new board members, Eleanor Vinson and Harold Henderson. Eleanor has been appointed as the new public member, she lives in Juneau and worked as a licensing examiner for various boards prior to her retirement. Harold is a licensed professional counselor and lives in Wasilla; he has a private practice and also works for the school district.

Board member Debra Hamilton excused until 1:00 pm.

**Ethics Reports**

Chair Marko explained the ethics policy to the new board members. There were no ethics violations to report.

## **Agenda Item 2          Review Agenda**

The Board reviewed the agenda:

**On a motion duly made by Eleanor Vinson, seconded by Stephanie Johnson, and passed unanimously, it was RESOLVED to adopt the agenda as amended.**

The board moved ahead to agenda item 7 while awaiting the CACREP update to begin.

## **Agenda Item 7 Old Business**

The Board reviewed the minutes for the October 2016 meeting.

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

**RESOLVED that the Board approve the October 2016 meeting minutes as amended.**

## **Agenda Item 3 CACREP Update**

The board was joined telephonically by Dr. Sue Renes, Dr. Valerie Gifford, and Heather Dall from the University of Alaska, Fairbanks to provide an update to the board regarding the program's CACREP Accreditation. This is an ongoing process that the program has been working on. The self-study has been submitted; the program will be working on addendums to the self-study this semester and working on scheduling the site visit. This can take up to 2 years to schedule. Dr. Gifford explained the accreditation process to the new board members. The call ended at 10:10 am.

## **Agenda Item 4 Investigator Report**

Investigator Sonia Lipkir joined the meeting at 10:30 to provide the investigative report for the time period of October 1, 2016 – December 31, 2016. The report reflected that there are 0 matters currently open. During the time period 2 cases were closed. The program has 1 licensee on probation and that licensee is meeting the terms of probation. Senior Investigator Al Kennedy joined the meeting to discuss "Impaired Professionals" with the board. He informed the board that there are no non-disciplinary consent agreements that would allow for such a program.

Both investigators exited the meeting at 10:47 am.

## **Agenda Item 5 Division Update**

Division Director Janey Hovenden joined the meeting telephonically at 11:00 a.m. to provide the division update. She discussed the current travel restrictions and limits with the board.

The call ended at 11:11 am

## **Agenda Item 6 Conference Report**

Renee attended the AASCB annual conference in New Orleans, LA, January 11-13. She shared with the board information she learned about national trends of reducing regulations; consolidating mental health boards, and reciprocity pacts. She presented Anne with a plaque from AASCB in recognition of the work Anne did with the model practice act committee. She thanked the board for sending her to the conference; it was a valuable learning experience.

Off the record for lunch at 11:39 pm  
Back on record at 1:04 pm

Board member Debra Hamilton joined the meeting at the return from lunch.

**Agenda Item 10      Public Comments**

There was no public comment.

**Agenda Item 3      Application Review**

The Board reviewed 14 applications for licensure, 6 applications to be a Board Approved Supervisor, and 1 continuing education provider approval requests.

**On a motion by Debra Hamilton, seconded by Harold Henderson, 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**

- Border, Carrie
- Rowley Sipple, Loretta
- Warner, Eric
- Moxlow Swan, Melissa
- Plate, Kenda
- Kowalski, Micheley
- Miller-Ellis, Laurie
- Hull, Heather

**PROFESSIONAL COUNSELOR – CRED**

- McFee, Kristen
- Scheytt, Pagey
- Shawgo, Danielle
- Thayer, Brenda
- Murray, Jill
- Hughes, Kristi

**PROFESSIONAL COUNSELOR SUPERVISOR**

- Lyons, Teresa
- Merrifield, Keith
- Sasse, Grant
- Wolcoff, Troy
- Reed, Michael
- Bigley, Daniel

**CONTINUING EDUCATION PROVIDER APPROVAL**

- S. Whelton

**On a motion duly made by Harold Henderson, seconded by Eleanor Vinson, and passed unanimously, it was RESOLVED to amend the agenda for Friday, January 20 to reflect roll call to be at 9:30 am.**

Off the record at 3:01 pm

**Friday January 20, 2017**

**Call to Order/Roll Call 9:36 A.M.**

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

Anne Brainerd Marko, Licensed Professional Counselor, Chair  
Stephanie Johnson, Licensed Professional Counselor  
Harold Henderson, Licensed Professional Counselor  
Debra Hamilton, Licensed Professional Counselor  
Eleanor Vinson, Public Member

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

Renee Hoffard, Licensing Examiner

The Board continued with the agenda as amended.

**Agenda Item 10          Correspondence**

The board had no correspondence to review and moved forward.

**Agenda Item 12          New Business**

1. Code of ethics – the board decided to move forward with a comparison of the code of ethics for NBCC, AMCHA and ACA in preparation for potentially drafting their own code of ethics as opposed to adopting a specific code of ethics in regulations. They feel this would best meet the needs of Alaskans. Debra Hamilton was tasked with reviewing the 3 codes of ethics and presenting her findings at the May board meeting.

**Agenda Item 13      Board Business**

**A. Task List**

1. Renee –provide Eleanor and Harold with copies of the draft telehealth regulation from the July meeting.
2. Renee – check with Martha regarding the NBCC reimbursement for Debra & Stephanie’s travel to DC.
3. Renee – check to see if/what Colorado’s responses are regarding marijuana use and/or discipline for LPC’s
4. Renee – email travel form to the board for the May meeting upon return to the office
5. Debra – compare codes of ethics for May board meeting
6. Anne – will be attending ACA conference as a private individual; she will give an update to the board at the May board meeting.

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

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

1. May 4-5, 2017; Anchorage
2. September 28-29, 2017; Anchorage - Tentative

**D. Sign Meeting Minutes** -

Chair Marko signed Final Minutes for October 2016.

**F. Training/conferences** –

There are no scheduled conferences or trainings for the board at this time.

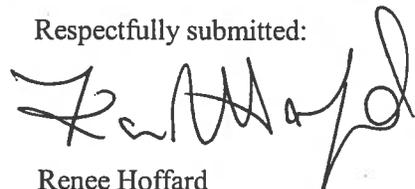
At this time the Board concluded all scheduled Board business.

**Upon a motion made by Stephanie Johnson and seconded by Eleanor Vinson, and approved unanimously, it was**

**RESOLVED to adjourn.**

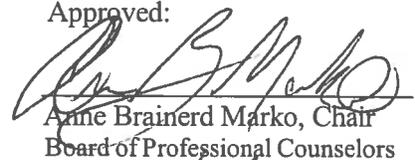
Meeting adjourned at 11:20 a.m.

Respectfully submitted:



Renee Hoffard  
Licensing Examiner

Approved:



Anne Brainerd Marko, Chair  
Board of Professional Counselors

Date: 4/5/2017