

1 State of Alaska
2 Department of Commerce, Community and Economic Development
3 Division of Corporations, Business and Professional Licensing
4

5 Alaska Board of Professional Counselors
6 September 24-25, 2020 Meeting Minutes
7

8 The staff of the Division of Corporations, Business and Professional Licensing
9 prepared these draft minutes. They have not been reviewed or approved by the
10 Board.
11

12 By authority of AS 08.01.070(2), and in compliance with the provisions of AS
13 44.62, Article 6, a scheduled meeting of the Board of Professional Counselors
14 was held via videoconference through zoom.
15

16 Agenda Item 1 Call to Order/Roll Call Time: 9:15 a.m.
17

18 The March September 24, 2020 meeting day was called to order by Chair, Debra Hamilton
19 at 9:15 a.m.
20

21 Board members present, constituting a quorum:
22

23 Debra Hamilton, Licensed Professional Counselor – *Chair*
24 Laura Patin, Licensed Professional Counselor and Licensed Marital Family Therapist
25 Alice Baum, Licensed Professional Counselor
26 Eleanor Vinson, Public Member
27

28 Board members absent:
29

30 Janece Richard, Licensed Professional Counselor
31

32 Division staff present:
33

34 Andy Khmelev, Records and Licensing Supervisor
35 Lacey Derr, Records and Licensing Supervisor
36 Abby O'Brien, Occupational Licensing Examiner
37 Billy Homestead, Investigator II
38 Amber Whaley, Investigator II
39 Josh Hardy, Investigator II
40 Melissa Dumas, Administrative Officer II
41 Marylin Zimmerman, Paralegal II
42 Sharon Walsh, Deputy Director of CBPL
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Others Present:

Mary Elkins, Licensed Professional Counselor
Rachel McCrickard, CEO of Motivo

Agenda Item 2 Review/Approve Agenda

Upon review of the agenda, chair Debbie Hamilton wished to add the following items to the agenda item old business:

- Update on SB 241.
- Discuss the recent regulations that were made permanent at the prior emergency meeting.
- Right touch regulation review.
- Supervisor expectations review.

Miss Hamilton also wanted the following items to be added to new business:

- Elect vice chair.
- Appoint two people to AASCB Business Meeting.

On a motion duly made by Alice Baum, seconded by Laura Patin, and approved unanimously, it was

RESOLVED to approve the amended agenda for the September 24-25, 2020 meeting as amended with the addition of the items listed by the chair.

	APPROVE	DENY	ABSTAIN	ABSENT
Debra Hamilton	x			
Alice Baum	x			
Laura Patin	x			
Eleanor Vinson	x			
Janece Richard				x

The motion passed with no further discussion.

Agenda Item 3 Ethics Report

The board then moved on to addressing ethics, however, there were no ethics disclosures to report.

86
 87 **Agenda Item 4 Review & Approve Minutes (March 19-20 2020, April 10 2020,**
 88 **April 23 2020, May 8 2020, May 18, 2020, August 5, 2020).**
 89

90 The board reviewed the minutes from the March 2020 meeting, as well as the minutes from
 91 the emergency meetings that happened during the COVID-19 Pandemic. The board wished
 92 the following corrections to be made:

93
 94 March 19-20, 2020:

- 95
- 96 • Line 184 – Fix the spelling/grammar issue.
- 97 • Line 194 – Spell out the acronyms for NBCC and AASCB.
- 98 • Line 212 – Fix 180 day license sentence
- 99 • Line 301 – Add “Supervisor that can verify the hours”

100
 101 Board member Laura Patin also wished to add her title of Licensed Martial and Family
 102 Therapist to her title to all the minutes.

103
 104 **On a motion duly made by Laura Patin, seconded by Alice Baum, and approved**
 105 **unanimously, it was**

106
 107 **RESOLVED to approve the minutes from the March 19-20, 2020 meeting as**
 108 **amended.**

	APPROVE	DENY	ABSTAIN	ABSENT
110 Debra Hamilton	x			
111 Alice Baum	x			
112 Laura Patin	x			
113 Eleanor Vinson	x			
114 Janece Richard				x

115
 116
 117 The motion passed with no further discussion.

118
 119 April 10, 2020:

- 120
- 121 • Line 65 – Add “Alaskans” before the word “Telehealth”.
- 122 • Line 102 – Add “Waiving licensure by credentials”.

123
 124 **On a motion duly made by Alice Baum, seconded by Laura Patin, and approved**
 125 **unanimously, it was**
 126

127 **RESOLVED** to approve the minutes from the April 10, 2020 meeting as
128 amended.
129

	APPROVE	DENY	ABSTAIN	ABSENT
130				
131	Debra Hamilton	x		
132	Alice Baum	x		
133	Laura Patin	x		
134	Eleanor Vinson	x		
135	Janece Richard			x

136
137 The motion passed with no further discussion.
138

139 April 23, 2020:
140

141 **On a motion duly made by Laura Patin, seconded by Alice Baum, and approved**
142 **unanimously, it was**

143
144 **RESOLVED** to approve the minutes from the April 23, 2020 meeting as
145 amended.
146

	APPROVE	DENY	ABSTAIN	ABSENT
147				
148	Debra Hamilton	x		
149	Alice Baum	x		
150	Laura Patin	x		
151	Eleanor Vinson	x		
152	Janece Richard			x

153
154 The motion passed with no further discussion.
155

156 May 8, 2020:
157

158 **On a motion duly made by Alice Baum, seconded by Eleanor Vinson, and approved**
159 **unanimously, it was**

160
161 **RESOLVED** to approve the minutes from the May 8, 2020 meeting as
162 amended.
163

	APPROVE	DENY	ABSTAIN	ABSENT
164				
165	Debra Hamilton	x		
166	Alice Baum	x		
167	Laura Patin	x		

168	Eleanor Vinson	x			
169	Janece Richard				x

170
171 The motion passed with no further discussion.

172
173 May 18, 2020:

174
175 **On a motion duly made by Eleanor Vinson, seconded by Laura Patin, and approved**
176 **unanimously, it was**

177
178 **RESOLVED to approve the minutes from the May 18, 2020 meeting as**
179 **amended.**

181		APPROVE	DENY	ABSTAIN	ABSENT
182	Debra Hamilton	x			
183	Alice Baum	x			
184	Laura Patin	x			
185	Eleanor Vinson	x			
186	Janece Richard				x

187
188 The motion passed with no further discussion.

189
190 August 5, 2020:

191
192 **On a motion duly made by Eleanor Vinson, seconded by Alice Baum, and approved**
193 **unanimously, it was**

194
195 **RESOLVED to approve the minutes from the August 5, 2020 meeting as**
196 **amended.**

198		APPROVE	DENY	ABSTAIN	ABSENT
199	Debra Hamilton	x			
200	Alice Baum	x			
201	Laura Patin	x			
202	Eleanor Vinson	x			
203	Janece Richard				x

204
205 The motion passed with no further discussion.

206
207
208 **Agenda Item 5 Public Comment**

209

210 Licensed professional counselor Mary Elkins joined the meeting to discuss some of the
211 issues that she has had with ethics. She indicated that the current ethics guidelines, which are
212 the AMHCA guidelines are sufficient for counselors, however they may not be sufficient for
213 board approved supervisors. It doesn't specify in the ethics that the supervisor discuss any
214 potential problems with the supervisee. It also does not specify that the supervisor sign off
215 on any state verifications, which is an issue Miss Elkins is currently dealing with. The ACA
216 codes of ethics do require these actions by a supervisor, but AMHCA does not. Miss Elkins
217 is frustrated because the ethics are insufficient, and could create problems, and there isn't
218 much recourse to fix the problem. Board member Eleanor Vinson stated that she likes the
219 fact that there is an ethics guideline out there that has more teeth in regards to supervisors,
220 and this issue has come up in the past, even if not with this current board. The board overall
221 is in agreement that the ethics guidelines for supervisors needs more recourse, and the board
222 thanked Miss Elkins for bringing this matter to their attention.

223

224 Miss Elkins then followed up with the question of what to do if she is unable to get her
225 supervisor to sign off on the verification. If she is unable to verify the hours, it could set her
226 licensure back 175 days.

227

228 **Agenda Item 6 Correspondence**

229

230 The correspondence and public comment were tied together, because both pieces of
231 correspondence were from individuals who were looking for solutions because they were
232 unable to collect signed verifications from their supervisors for various reasons. The issues
233 needed further discussion in executive session, however due to the time constraint, the
234 board opted to move to the division update, as Administrative Office Melissa Dumas was on
235 standby and ready to present the Q3 report to the board. The board is setting aside the
236 discussion in executive session until after the division update.

237

238 **Agenda Item 7 Division Update**

239

240 Administrative Office II Melissa Dumas joined the meeting to deliver the third quarter
241 report to the PCO board. Through Q3 the board brought in \$209,560 in licensing revenue,
242 and had \$117 in third party reimbursements. Overall there is \$209,677 in revenue through
243 the third quarter. The board had a total of \$156,754 in expenditures with a surplus of
244 \$157,944 carried over from the prior year, with \$52,923 surplus so far in the year which
245 brings to a total surplus of \$210,867.

246

247 **Agenda Item 8 Investigative Report**

248

249 Investigators Amber Whaley, Billy Homestead, and Josh Hardy join the meeting to present
250 the investigative report. Josh Hardy introduces himself as the new investigator for the PCO
251 board. Currently there are 16 open cases, and 5 cases that were closed during the period
252 between this quarterly meeting and the last one.

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Agenda Item 6 Correspondence

After the investigative report, the board came back to finish the discussions brought up in public comment and correspondence.

On a motion duly made by Eleanor Vinson, seconded by Laura Patin, and approved unanimously, it was

RESOLVED to enter executive session to discuss subjects that tend to prejudice the reputation or character of any person, provided the person can request a public discussion, with CBPL staff authorized to remain in the room.

	APPROVE	DENY	ABSTAIN	ABSENT
Debra Hamilton	x			
Alice Baum	x			
Laura Patin	x			
Eleanor Vinson	x			
Janece Richard				x

The motion passed with no further discussion.

*Off the record at 10:33 am for executive session.
Back on record at 11:03 am.*

After a discussion, the board determined that the statutes and regulations do not specify how the hours are submitted, or that it must be on the state verification form. Miss Elkins will be able to submit any letters sent by any supervisors she may have had that could potentially verify the hours. The letter will then be put up to a board vote, where the board will vote for its authenticity. RLS Andy Khmelev has a digital copy of the letter that he will get verified from the supervisor in question, and then if its verified it will be sent to the board during their monthly board reviews.

Agenda Item 8 Investigative Report

A. Consent Agreements

The investigators returned to the meeting, and Paralegal II Marilyn Zimmerman joined the meeting so that the consent agreements can be presented to the board and discussed.

296 On a motion duly made by Alice Baum, seconded by Laura Patin, and approved
297 unanimately, it was

298
299 **RESOLVED** to enter executive session to discuss subjects that tend to
300 prejudice the reputation or character of any person, provided the person can
301 request a public discussion, with CBPL staff authorized to remain in the
302 room.

	APPROVE	DENY	ABSTAIN	ABSENT
304 Debra Hamilton	x			
305 Alice Baum	x			
306 Laura Patin	x			
307 Eleanor Vinson	x			
308 Janece Richard				x

309
310
311 The motion passed with no further discussion.

312
313 *Off the record for executive session at 11:15 am.*
314 *Back on the record at 12:22 pm.*

315
316 After discussing the specifications of the consent agreements in executive session, the board
317 came out of session ready to vote on them.

318
319 **On a motion duly made by Eleanor Vinson, seconded by Alice Baum, and approved**
320 **unanimately, it was**

321
322 **RESOLVED** to adopt the consent agreement for case # 2020-000152.

	APPROVE	DENY	ABSTAIN	ABSENT
324 Debra Hamilton	x			
325 Alice Baum	x			
326 Laura Patin	x			
327 Eleanor Vinson	x			
328 Janece Richard				x

329
330
331 The motion passed with no further discussion.

332
333 **On a motion duly made by Alice Baum, seconded by Eleanor Vinson, and approved**
334 **unanimately, it was**

335
336 **RESOLVED** to adopt the consent agreement for case # 2020-000054.

337

338

	APPROVE	DENY	ABSTAIN	ABSENT
339	Debra Hamilton	x		
340	Alice Baum	x		
341	Laura Patin	x		
342	Eleanor Vinson	x		
343	Janece Richard			x

344
345 The motion passed with no further discussion.

346
347 **On a motion duly made by Laura Patin, seconded by Alice Baum, and approved**
348 **unanimously, it was**

349
350 **RESOLVED to table the consent agreement for case # 2019-000193 until more**
351 **information on case precedent is gathered.**

352

	APPROVE	DENY	ABSTAIN	ABSENT
353	Debra Hamilton	x		
354	Alice Baum	x		
355	Laura Patin	x		
356	Eleanor Vinson	x		
357	Janece Richard			x

358
359
360 The motion passed with no further discussion.

361
362 **On a motion duly made by Laura Patin, seconded by Alice Baum, and approved**
363 **unanimously, it was**

364
365 **RESOLVED to reject the proposed continued education to include ethics for**
366 **case # 2020-000030.**

367

	APPROVE	DENY	ABSTAIN	ABSENT
368	Debra Hamilton	x		
369	Alice Baum	x		
370	Laura Patin	x		
371	Eleanor Vinson	x		
372	Janece Richard			x

373
374
375 The motion passed with no further discussion.

376
377 **Agenda Item 9 Lunch**

378

379 *Off the record at 12:30 pm for lunch.*

380 *Back on the record at 1:07 pm.*

381

382 Board members present, constituting a quorum:

383

384 Debra Hamilton, Licensed Professional Counselor – *Chair*

385 Laura Patin, Licensed Professional Counselor and Licensed Marital Family Therapist

386 Alice Baum, Licensed Professional Counselor

387 Eleanor Vinson, Public Member

388

389 Board members absent:

390

391 Janece Richard, Licensed Professional Counselor

392

393 **Agenda Item 10 New Business**

394

395 **A. Board Member Duties Discussion**

396

397 Deputy Director Sharon Walsh joined the meeting to discuss and review board member
398 duties. However it was decided that due to the absence of board member Janece Richard,
399 who may be available the following day, the discussion will be postponed until the morning
400 of 9/25/2020.

401

402 **B. Motivo Presentation**

403

404 Rachel McCrickard, the CEO of Motivo joined the meeting to present the board what her
405 company does. She is also a professional counselor, and a licensed marital family therapist in
406 Georgia. She founded Motivo, which is an online company that helps counselors find
407 supervisors via secure website. There is currently a major shortage of mental health
408 professionals in the country, and part of it is because there is a lack of access to qualified
409 supervision. Obtaining supervision can also be a very costly process with both time, and
410 with money. Motivo is a place to help find a qualified supervisor, and also a HIPPA
411 compliant system for the supervision itself. Miss McCrickard presented, and helped the
412 board understand why her system is helpful and effective.

413

414 The board members expressed their excitement at this system, and did indicate that the
415 prices listed were reasonable. Miss McCrickard provided the board with a demo before she
416 concluded her presentation.

417

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421

422

423 **C. Elect New Vice Chair**

424
425 RLS Andy Khmelev moved the board to the next new business item. Before the board
426 proceeded to elect the vice chair, Mr. Khmelev explained the upcoming changes to the
427 board. Due to a change in program supervision, Andy Khmelev will be turning the program
428 over to RLS Lacey Derr, pending the hire of a new Occupational Licensing Examiner. Mr.
429 Khmelev introduced Miss Derr to the board members as the incoming new supervisor.

430
431 Board member Eleanor Vinson nominated Alice Baum for Vice Chair. Laura Patin seconded
432 the nomination.

433
434 Alice Baum accepted the nomination, and the board members voted as follows:

- 435
436
- 437 • Debra Hamilton – Yes
 - 438 • Eleanor Vinson – Yes
 - 439 • Laura Patin – Yes
 - 440 • Alice Baum – Yes
 - 441 • Janece Richard – Absent

442 The vote passes. Alice Baum is the new Vice Chair of the Professional Counselors Board.

443
444 **D. Appoint Two People to Attend the AASCB Business Meeting**

445
446 The board members appointed Debra Hamilton and Alice Baum to attend the AASCB
447 Business Meeting.

448
449 **Agenda Item 14 Old Business**

450
451 With the added time to the meeting, the board opted to move to old business items.

452
453 **A. Review Regulation Project 12 AAC 62.130 License by Credentials**

454
455 RLS Andy Khmelev informed the board that currently the regulation specialist is waiting on
456 a final answer on the FAQ question for how much more could this regulation change cost.
457 The board discussed potential costs to applicants that the increase in supervision hours
458 could be, as well as potential increases in costs to licensure by credentials. Board member
459 Janece Richard will still need to submit the FAQ for the change in regulations to licensure by
460 credentials.

461
462 Board member Laura Patin brought up a concern with having to force credential applicants
463 to submit half their courses via live attendance due to the COVID-19 pandemic. RLS Andy
464 Khmelev reminded the board members that the courses have to be synchronous, which the
465 board does define anything that is in real time, with communication with instructor, such as

466 live webinar or zoom, will satisfy the requirement. The board responded in agreement that
467 this was correct and was precedent before the pandemic.

468
469 **B. Update to Professional Reform Bills**
470

471 RLS Andy Khmelev informed the board that the professional licensing reform bills didn't
472 end up getting passed.

473
474 **C. Update on SB 134**
475

476 SB 134 was passed and signed by the governor. It passed the legislature with overwhelming
477 support. At this time, now that approval has gone through, the provisions of the bill will
478 need to be implemented, and there is no known timeline for that.

479
480 *Off the record for recess at 2:19 pm*

481 *Back on the record at 2:40 pm*

482
483 **Agenda Item 11 Application Review**
484

485 The only application review that needed to take place is an exam equivalency request. The
486 request was for the Mental Health Nurse Practitioner exam to be equivalent to the NCE or
487 the NCMHCE.

488
489 **On a motion duly made by Alice Baum, seconded by Eleanor Vinson, and approved**
490 **unanimously, it was**

491
492 **RESOLVED to enter executive session to discuss subjects that tend to**
493 **prejudice the reputation or character of any person, provided the person can**
494 **request a public discussion, with CBPL staff authorized to remain in the**
495 **room.**
496

497

	APPROVE	DENY	ABSTAIN	ABSENT
498 Debra Hamilton	x			
499 Alice Baum	x			
500 Laura Patin	x			
501 Eleanor Vinson	x			
502 Janece Richard				x

503

504 The motion passed with no further discussion.

505
506 *Off the record at 2:44 for executive session*

507 *Back on the record at 3:21*

508

509 Upon return from executive session, the board had decided on the MHNP exam.

510

511 **On a motion duly made by Laura Patin, seconded by Alice Baum, it was**

512

513 **RESOLVED to that the MHNP exam is comparable to the NCE and the**
514 **NCMHCE.**

515

	APPROVE	DENY	ABSTAIN	ABSENT
516 Debra Hamilton		x		
517 Alice Baum		x		
518 Laura Patin		x		
519 Eleanor Vinson	x			
520 Janece Richard				x

521

522 The motion failed with no further discussion.

523

524 The MHNP exam is not equivalent to the NCE or the NCMHCE.

525

526 The board then discussed which agenda items they may need to revisit the following day on
527 day 2 of the meeting. The board is wanting to go over right touch regulation, the regulation
528 projects currently with the regulation specialists that are waiting for final details on the
529 FAQs, and potentially draft an amendment to the recently passed emergency regulations
530 made permanent that allow supervisees to obtain their hours via distance delivery services
531 during an state declared emergency.

532

533

534 *Off the record for recess at 3:40 pm*

535

536 **Agenda Item 12 Recess Until 9/25/2020**

537

538 *Back on the record Friday September 25, at 9:06 am*

539

540 **Agenda Item 13 Roll Call/Call to Order**

541

542 Board members present, constituting a quorum:

543

544 Debra Hamilton, Licensed Professional Counselor – *Chair*

545 Alice Baum, Licensed Professional Counselor – *Vice Chair*

546 Laura Patin, Licensed Professional Counselor

547 Janece Richard, Licensed Professional Counselor

548 Eleanor Vinson, Public Member

549

550

551

552 **Agenda Item 14** **Old Business**

553

554 **A. Review Regulation Project 12 AAC 62.130 License by Credentials**

555

556 Regulation Specialist Jun Maiquis joined the meeting to answer any questions and provide
557 clarifications to the board about their pending regulations projects. The regulation projects
558 for increasing continued education for supervisor applications and to have synchronous
559 hours for continued education for credentials applicants have been shelved for the past
560 several months due to the COVID-19 pandemic. With the pandemic being more settled, Mr.
561 Maiquis can return to finishing the two regulations projects, and is waiting on final details for
562 the FAQ documents for the regulations.

563

564 The board needs to provide approximate potential costs to applicants to the regulations
565 specialists before they are able to move on. After some discussion on the costs, the board
566 agreed and would email Mr. Maiquis the requested information.

567

568 **D. Supervisor Expectations**

569

570 With board member Janece Richard being present for day 2 of the meeting, and as she is
571 part of the supervisor task force, Chair Debbie Hamilton updated her on the discussions that
572 happened the prior day, with situations where a supervisor is either unable, or unwilling to
573 sign off on the hours of their supervisee. The discussion also included that if supervisors
574 aren't following a code of ethics, it would be a good idea to increase their continued
575 education, like their pending regulation project indicates counselors would require to.

576

577 Janece Richard and Laura Patin, as members of the supervisor task force, will be looking
578 through the statutes and regulations of the other mental health program boards such as
579 psychologists, social workers, and marital family therapists to see what kinds of requirements
580 the supervisors have to follow in those programs, and report back at the next meeting to see
581 if the regulations for supervisors for counselors can be strengthened.

582

583 **Agenda Item 10** **New Business**

584

585 **A. Board Member Duties Discussion**

586

587 Deputy Director Sharon Walsh joined the meeting to finish the discussion with the board on
588 board member duties. Miss Walsh thanked the board for all that they do for the state and for
589 the licensing program. However, she did remind the board on the importance of unanimous
590 participation in meetings, but more importantly in voting for ballots. Due to the very large
591 uptick in applicants for the counselor board for the prior few years, instead of reviewing the
592 applications strictly at board meetings like the board did it in the past, the applications are
593 reviewed once a month via OnBoard website. Due to the large number of monthly ballots,
594 there have been issues with board members not contributing enough time to review and
595 vote on the ballots. The board did indicate that it was easier to review applications during

596 meetings because of the discussion and questions they can ask each other. Chair Debbie
597 Hamilton also believed they caught irregularities better, and the board did not have to review
598 all the ballots, but rather they broke it out in groups. RLS Andy Khmelev reminded the
599 board that going back to doing application review at meetings only will cause a massive
600 backlog. Since most of the applications are cut and dry, and only a minority of the
601 applications have issues that can hold them up, Mr. Khmelev reminded the board that they
602 have the right to table anything they deem unusual. After some discussion, Miss Walsh and
603 Mr. Khmelev suggested that if there are too many tabled applications between quarterly
604 meetings, there can be a special meeting specifically for application review in between the
605 meetings.

606

607 **Agenda Item 8 Investigative Report**

608

609 **B. Consent Agreements**

610

611 The investigators returned to the meeting to finish discussing the consent agreement from
612 the prior day that was tabled to gather more information on case precedence.

613

614 **On a motion duly made by Eleanor Vinson, seconded by Alice Baum, and approved**
615 **unanimously, it was**

616

617 **RESOLVED to enter executive session to discuss subjects that tend to**
618 **prejudice the reputation or character of any person, provided the person can**
619 **request a public discussion, with CBPL staff authorized to remain in the**
620 **room.**

621

	APPROVE	DENY	ABSTAIN	ABSENT
622 Debra Hamilton	x			
623 Alice Baum	x			
624 Laura Patin	x			
625 Eleanor Vinson	x			
626 Janece Richard	x			

627

628
629 The motion passed with no further discussion.

630

631 *Off the record for executive session at 10:13 am*

632 *Back on the record at 10:30 am*

633

634 After coming out of the executive session, the board was ready to vote on the consent
635 agreement 2019-000193.

636

637

638

639 On a motion duly made by Eleanor Vinson, seconded by Alice Baum, and approved
640 unanimately, it was

641

642 **RESOLVED** to adopt the consent agreement for case # 2019-000193.

643

	APPROVE	DENY	ABSTAIN	ABSENT
644				
645	Debra Hamilton	x		
646	Alice Baum	x		
647	Laura Patin	x		
648	Eleanor Vinson	x		
649	Janece Richard	x		

650

651 The motion passed with no further discussion.

652

653 *Off the record at 10:34 for recess*

654 *Back on the record at 10:47 am*

655

656 **Agenda Item 14** **Old Business**

657

658 **D. Review Recent Regulations Made Permanent**

659

660 The regulations that needed discussion were the changes that were made to 12 AAC 62.400.
661 During the COVID-19 pandemic, supervisees were unable to obtain hours due to not
662 having a license. The board voted to allow supervisees to accumulate hours under a direct
663 supervisor during the pandemic, as well as any emergency declaration. The board got
664 together for an emergency meeting on 8/5/2020 to make those regulations permanent. The
665 board wished to expand those regulations more, in order to allow supervisees working under
666 a board approved supervisor to obtain their hours via distance deliver services in any
667 situation, and not just an emergency. Chair Debbie Hamilton indicated that the regulation
668 was written to expedite alleviation to the problem caused during the pandemic, and there
669 wasn't any time to really craft this regulation into the way it would work best.

670

671 After a lengthy discussion on the best course of action, the board initiated a motion.

672

673 **On a motion duly made by Eleanor Vinson, seconded by Laura Patin, and approved**
674 **unanimately, it was**

675

676 **RESOLVED** to add after 'licensee' in 12 AAC 62.400, section A, B, C, D, E, F,
677 **& G** to include **"Or an applicant working under an approved Alaskan**
678 **Supervisor under 12 AAC 62.200"**

679

	APPROVE	DENY	ABSTAIN	ABSENT
680				
681	Debra Hamilton	x		

682	Alice Baum	x
683	Laura Patin	x
684	Eleanor Vinson	x
685	Janece Richard	x

686
687 The motion passed with no further discussion.

688
689 **Agenda Item 15 Board Admin Business**

690
691 **A. Schedule Upcoming Meetings**

692
693 The board discussed possible upcoming dates. Chair Debbie Hamilton emphasized the
694 importance of meeting in person. RLS Andy Khmelev informed the board that as of this
695 day, the offices are still closed to foot traffic in both Juneau and Anchorage. There is
696 currently minimal to no travel, and most staff members are still teleworking. Either RLS
697 Khmelev or Derr can put in a travel request, however it may not get approved due to the
698 ongoing pandemic.

699
700 The board agreed to a tentative date of February 4-5, 2021 for a quarterly board meeting.

701
702 **B. Task List**

703
704 The board came up with the following tasks for the following individuals:

- 705
- 706 • RLS Andy Khmelev will put in a request to Director Chambers for the AASCB
707 Business Meeting
 - 708 • RLS Andy Khmelev will notify the applicant who requested his exam equivalency for
709 the MHNP exam that his request was denied.
 - 710 • RLS Andy Khmelev will make the corrections on the prior minutes, and send them
711 to the chair for signatures.
 - 712 • Board Chair Debbie Hamilton will sign the consent agreements and minutes.
 - 713 • Board members Janece Richard and Laura Patin will review other mental health
714 boards for what their regulations state for supervisors.
 - 715 • Board members will send RLS Andy Khmelev their modifications that they wish to
716 make to their section of the right touch regulations. The board members were unable
717 to really look through the statutes and regulations due to the COVID-19 pandemic.

718
719 **On a motion duly made by Alice Baum, seconded by Laura Patin, and approved**
720 **unanimously, it was**

721
722 **RESOLVED to adjourn the September 2020 professional counselors board**
723 **meeting.**

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	APPROVE	DENY	ABSTAIN	ABSENT
Debra Hamilton	x			
Alice Baum	x			
Laura Patin	x			
Eleanor Vinson	x			
Janece Richard	x			

The motion passed with no further discussion.

Off the record and adjourned at 11:40 am.

Andy Khmelev, Records and Licensing Supervisor Date

Debra Hamilton, Board of Professional Counselors Chair Date

