

State of Alaska

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

**BOARD OF PROFESSIONAL COUNSELORS
December 2nd and 3rd, 2021**

**These are DRAFT minutes prepared by the staff of the
Division of Corporations, Business, and Professional Licensing.**

These minutes have not yet been reviewed or approved by the Board.

**By the authority of AS. 08.01.070(2), and in compliance with the provisions of AS 44.64, Article 6, a
scheduled board meeting was held via Zoom.**

Thursday December 2nd, 2021

Agenda Item – Call to Order & Roll Call

Standing Board Chair Dorene Hagen called the meeting to order at 9:14 AM

Those present constituting a quorum of the board:

Dorene Hagen, Stand-in Chair, Professional Counselor

Sammie O’Neal, Professional Counselor

Eleanor Vinson, Public Member

Absent from the board:

Alice Baum, Chair, Professional Counselor – *excused absence*

Janece Richard, Vice Chair, Professional Counselor – *unexcused absence*

In attendance from the Department of Commerce, Community and Economic Development, Division of
Corporations, Business, and Professional Licensing were:

Logan Bugayong, Occupational Licensing Examiner

Lacey Derr, Records & Licensing Supervisor

Agenda Item – Review and Approve Agenda

The board reviewed the drafted agenda of the meeting.

**In a motion duly made by Eleanor Vinson and seconded by Sammie O’Neal, with unanimous
consent, it was resolved to approve the agenda as presented.**

44 **Agenda Item – Ethics Report**

45

46 Hearing no Ethics to report, the board moved on with business.

47

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49 **Agenda Item – Meeting Minute Review**

50

51 The board reviewed the meeting minutes from the previous meeting.

52

53 **In a motion duly made by Sammie O’Neal and seconded by Eleanor Vinson, with unanimous**
54 **consent, it was resolved to approve the August meeting minutes as presented.**

55

56

57 **Agenda Item – Old Business**

58

59 The board reviewed old business from the previous meetings. Due to board member absences, there
60 was nothing to present for project updates. Moving along, the board discussed legislative connections
61 and statutory changes the board wanted to present to legislators during their session. Modifying the
62 supervisor certification from a perpetual certification to having a renewal period was at the top of their
63 list. The board discussed the reporting requirements of other states and the fact that there are currently
64 no grounds for disciplinary sanctions against supervisors who violate the code of ethics or do not
65 provide proper supervision. Dorene Hagen and Sammie O’Neal will form a subcommittee to further
66 prepare for legislators.

67

68 **In a motion duly made by Eleanor Vinson and seconded by Sammie O’Neal, with unanimous**
69 **consent, it was resolved to create a subcommittee to discuss statutory changes in preparation**
70 **for the February meeting.**

71

72 Sammie O’Neal and Dorene Hagen researched the NBCC compact. Sammie O’Neal expressed concern
73 regarding the tracking and oversight of compact licensees. He believes there is a national database that
74 exists for this. Sammie O’Neal also provided 5 letters as examples of what other states have sent to
75 NBCC to request to join the interstate compact. Dorene Hagen did a general overview of the progress
76 that NBCC has made with their compact. Logan Bugayong will reach out and see if someone from the
77 NBCC compact will be available to speak to the board at their next quarterly meeting. Let it be known on
78 the record that Eleanor Vinson opposed the idea of having a speaker from NBCC speak. The board
79 circled back to discussing statutory and regulatory changes. They would like to amend the Board
80 Approved Supervisor certification and add a renewal requirement every four years with continued
81 education required with each renewal cycle. The board would also like to specify that the five years of
82 counseling experience is post-master’s professional counseling experience.

83

84 **In a motion duly made by Eleanor Vinson and seconded by Sammie O’Neal, with unanimous**
85 **consent, it was resolved to begin the process of amending the supervisor requirements listed**
86 **in 08.29.210.**

87

88 ***The board took a brief at ease.***

89

90 **Off Record: 10:19 AM**

91 **On Record: 10:30 AM**

92

93 *Deputy Director Sharon Walsh joined at 10:30 AM*

94

95

96 **Agenda Item – Division Update**

97

98 Deputy Director Sharon Walsh presented the fiscal report for the 4th quarter of FY21. At this time, it is
99 suggested that the Division conducts a fee analysis to increase the current licensing fees. Division fees
100 cannot be increased right now, as the administration has frozen fees due to Covid-19.

101 Deputy Director Sharon Walsh then moved on to presenting SB 21. The Board of Nursing and
102 Board of Psychologists and Psychological Associate Examiners both have draft regulations to reference
103 centralized regulation for military licensing. SB 21 will be implemented on January 1st, 2022 and will
104 essentially allow for military members and spouses to practice under a 180 day temporary license. The
105 various licensing boards in Alaska are reviewing existing temporary licensing regulations and working to
106 implement new regulations before SB 21 goes into effect. The board discussed substantial equivalence
107 and will have another meeting on December 17th, 2021 to vote on draft regulation.

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109

110 **Agenda Item – Public Comment**

111

112 The board opened public comment at 11:30 AM. No members of the public were present to speak and
113 public comment closed at 11:40 AM.

114

115

116 **Agenda Item – Lunch**

117

118 **In a motion duly made by Eleanor Vinson and seconded by Sammie O’Neal, with unanimous**
119 **consent, it was resolved to recess for lunch at 11:40 AM and return at 12:40 PM.**

120

121 **Off Record: 11:41 AM**

122 **On Record: 12:45 PM**

123

124

125 **Agenda Item – Investigative Report**

126

127 Investigator Josh Hardy arrived to present the investigative memorandum as well as a consent
128 agreement. After asking a few questions of Investigator Hardy regarding the investigative process, the
129 board moved into Executive Session.

130

131

132 **Upon a motion made by Sammie O’Neal, seconded by Eleanor Vinson, and approved**
 133 **unanimously, it was resolved to enter into Executive Session in accordance with AS**
 134 **44.62.310(c), and Alaska constitutional right to privacy provisions for the purpose of**
 135 **discussing subjects that tend to prejudice the reputation and character of any person,**
 136 **provided the person may request a public discussion.**

137
 138 **Executive Session: 1:10 PM**
 139 **Executive Session End: 1:26 PM**

140
 141 **In a motion duly made by Sammie O’Neal and seconded by Eleanor Vinson, with unanimous**
 142 **consent, it was resolved to accept the consent agreement in case number 2020-000757.**

143
 144 ***The board took a brief at ease.***

145
 146 **Off Record 1:30 PM**
 147 **On Record 1:39 PM**

148
 149 **Agenda Item – Audit Review**

150
 151 The board reviewed the random continuing education audits for the most recent renewal period. Ten
 152 percent of licensees are pulled via random means to provide their continuing education for the board.

153
 154 **In a roll call vote called for by Logan Bugayong, the board voted to approve the Random**
 155 **Continuing Education Audit for Ruth Bullock, license number PCOP294. With unanimous**
 156 **consent, it is resolved to accept the Random Continuing Education Audit for Ruth Bullock,**
 157 **license number PCOP294.**

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O’Neal	XX				
Eleanor Vinson	XX				

158
 159 **In a roll call vote called for by Logan Bugayong, the board voted to approve the Random**
 160 **Continuing Education Audit for Rebecca DeVito, license number 152156. With unanimous**
 161 **consent, it is resolved to accept the Random Continuing Education Audit for Rebecca DeVito,**
 162 **license number 152156.**

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O’Neal	XX				
Eleanor Vinson	XX				

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In a roll call vote called for by Logan Bugayong, the board voted to approve the Random Continuing Education Audit for Michael Horton, license number PCOP616. With unanimous consent, it is resolved to accept the Random Continuing Education Audit for Michael Horton, license number PCOP616.

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

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In a roll call vote called for by Logan Bugayong, the board voted to approve the Random Continuing Education Audit for Laurey Gronemeier, license number PCOP797. With unanimous consent, it is resolved to accept the Random Continuing Education Audit for Laurey Gronemeier, license number PCOP797.

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

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In a roll call vote called for by Logan Bugayong, the board voted to approve the Random Continuing Education Audit for Anne Cullings, license number PCOP776. With unanimous consent, it is resolved to accept the Random Continuing Education Audit for Anne Cullings, license number PCOP776.

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

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180 **In a roll call vote called for by Logan Bugayong, the board voted to approve the Random**
 181 **Continuing Education Audit for Sharon McKemie Bauer, license number PCOP774. With**
 182 **unanimous consent, it is resolved to accept the Random Continuing Education Audit for**
 183 **Sharon McKemie Bauer, license number PCOP774.**

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

184
 185 **In a roll call vote called for by Logan Bugayong, the board voted to approve the Random**
 186 **Continuing Education Audit for Danielle Burke, license number 134060. With unanimous**
 187 **consent, it is resolved to accept the Random Continuing Education Audit for Danielle Burke,**
 188 **license number 134060.**

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

189
 190 **In a roll call vote called for by Logan Bugayong, the board voted to approve the Random**
 191 **Continuing Education Audit for Stephanie Haasis, license number 132160. With unanimous**
 192 **consent, it is resolved to accept the Random Continuing Education Audit for Stephanie Haasis,**
 193 **license number 132160.**

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

194
 195 **In a roll call vote called for by Logan Bugayong, the board voted to approve the Random**
 196 **Continuing Education Audit for Kathryn Craft, license number PCOP269. With unanimous**
 197 **consent, it is resolved to accept the Random Continuing Education Audit for Kathryn Craft,**
 198 **license number PCOP269.**

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

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In a roll call vote called for by Logan Bugayong, the board voted to approve the Random Continuing Education Audit for Kristi Hughes, license number 116818. With unanimous consent, it is resolved to accept the Random Continuing Education Audit for Kristi Hughes, license number 116818.

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

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In a roll call vote called for by Logan Bugayong, the board voted to approve the Random Continuing Education Audit for Phyllis Rose, license number 113122. With unanimous consent, it is resolved to accept the Random Continuing Education Audit for Phyllis Rose, license number 113122.

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

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In a roll call vote called for by Logan Bugayong, the board voted to approve the Random Continuing Education Audit for Bobbi Outten, license number PCOP531. With unanimous consent, it is resolved to accept the Random Continuing Education Audit for Bobbi Outten, license number PCOP531.

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

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Agenda Item – Recess until 9:00 AM

In a motion duly made by Eleanor Vinson and seconded by Sammie O'Neal, with unanimous consent, it was resolved to recess until 9:00 AM on Friday.

Off Record: 3:13 PM

224 **Friday December 3rd, 2021**

225
226 **Agenda Item – Call to Order & Roll Call**

227 Stand-in Chair Dorene Hagen called the meeting to order at 9:00 AM

228
229 Those present constituting a quorum of the board:

230 Dorene Hagen, Stand-in Chair, Professional Counselor

231 Sammie O’Neal, Professional Counselor

232 Eleanor Vinson, Public Member

233
234 Those absent from the board:

235 Alice Baum, Chair, Professional Counselor – excused

236 Janece Richard, Vice Chair, Professional Counselor – unexcused

237
238 In attendance from the Department of Commerce, Community and Economic Development, Division of
239 Corporations, Business and Professional Licensing were:

240
241 Logan Bugayong, Occupational Licensing Examiner

242 Lacey Derr, Records & Licensing Supervisor

243
244 Members of the public present:

245 Sun Young An

246
247 **Agenda Item – New Business**

248
249 The board reviewed correspondence that has been received by Division staff. Correspondence included
250 inquiry as to whether a degree in Rehabilitation Counseling will count towards licensure as a
251 professional counselor. The inquirer provided a course work sheet and course descriptions to aid the
252 board in discussion. The board reached the decision that since the degree meets the requirements of 12
253 AAC 62.120. and meets at least eight of the core competencies required to be accepted by the board, as
254 long as the applicant provides an additional three graduate semester credits in ethics.

255 Another correspondent had a similar inquiry as they hold a degree in music therapy. In order for
256 the board to make an informed decision, they will need to be able to review a course work sheet and
257 transcript.

258 In addition, an applicant sent in a distance supervision request. The applicant requested the
259 board approve prior distance supervision received as well as the continuation of distance supervision.

260
261 **In a motion duly made by Eleanor Vinson and seconded by Sammie O’Neal, with unanimous**
262 **consent, it was resolved to accept the Distance Supervision Request for Stacie Baker, pending**
263 **the verification that supervision has and will continue taking place under a Board Approved**
264 **Supervisor.**

265
266 The board continued with new business. They continued their discussion from the previous day
267 regarding requirements for the board approved supervisor license. Logan Bugayong provided the board

268 with information regarding how other states regulate supervisors. Most other states require upkeep
269 CE's and have a renewal requirement for their supervisor certification. The board wants to reach out to
270 the Department of Law to ask if they would be able to modify the process of supervision and mirror the
271 Board of Psychologist and Psychological Associate Examiners requirement for a supervisee to provide a
272 supervised practice plan before supervision starts. If an applicant were to provide an application and
273 supervised practice plan before begin the supervision process, then an applicant would have a file
274 started for their documents to be saved to as they are gaining supervision and an application can be
275 approved pending the completion of their supervision and exams.

276

277 ***The board took a brief at ease.***

278

279 **Off Record: 10:23 AM**280 **On Record: 10:35 AM**

281

282 The board continued with new business. They discussed telemedicine practice and how it pertains to
283 applicants under supervision. At this time, there are not guidelines for practicing teletherapy in the
284 statutes and regulations except for those that pertain to licensed professional counselors. The board will
285 created a statement for the website encouraging Board Approved Supervisors to abide by the AMHCA
286 code of ethics and encourage their supervisees to utilize best practices for telemedicine.

287 Records and Licensing Supervisor Lacey Derr addressed the board and informed them that the
288 Board of Marital and Family Therapists has shown interest in merging with the Board of Professional
289 Counselors. There are very few Marital and Family Therapists in the state and their license fee is
290 currently one of the highest in the Division. The Board of Professional Counselors will try to facilitate
291 meeting with a representative of the Board of Marital and Family Therapists in the Spring of 2022.

292 The board then coordinated who will attend the upcoming AASCB Conference and scheduling an
293 additional meeting on December 17th, 2021 from 12-1 PM to discuss SB 21 and vote on draft regulations.

294

295 **Agenda Item – Lunch**

296

297 **In a motion duly made by Eleanor Vinson and seconded by Sammie O'Neal, with unanimous**
298 **consent, it was resolved to recess for lunch.**

299

300 **Off Record: 12:04 PM**301 **On Record: 1:08 PM**

302

303

304 **Agenda Item – Audit Review**

305

306 The board continued their review of the random continuing education audits received. Additional audits
307 will be reviewed remotely as they are turned in.

308

309 **In a roll call vote called for by Logan Bugayong, the board voted to approve the Random**
 310 **Continuing Education Audit for Candice Siciliano, license number PCOP371. With unanimous**
 311 **consent, it is resolved to accept the Random Continuing Education Audit for Candice Siciliano,**
 312 **license number PCOP371.**

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

313 **In a roll call vote called for by Logan Bugayong, the board voted to approve the Random**
 314 **Continuing Education Audit for Thor Wocasek, license number PCOP427. With unanimous**
 315 **consent, it is resolved to accept the Random Continuing Education Audit for Thor Wocasek,**
 316 **license number PCOP427.**

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

318 **In a roll call vote called for by Logan Bugayong, the board voted to approve the Random**
 319 **Continuing Education Audit for Kristina Skoog, license number PCOP915. With unanimous**
 320 **consent, it is resolved to accept the Random Continuing Education Audit for Kristina Skoog,**
 321 **license number PCOP915.**

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

323 **In a roll call vote called for by Logan Bugayong, the board voted to approve the Random**
 324 **Continuing Education Audit for Lisa Terwilliger, license number PCOP358. With unanimous**
 325 **consent, it is resolved to accept the Random Continuing Education Audit for Lisa Terwilliger,**
 326 **license number PCOP358.**

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

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In a roll call vote called for by Logan Bugayong, the board voted to approve the Random Continuing Education Audit for Rebecca Shestakov, license number 128383. With unanimous consent, it is resolved to accept the Random Continuing Education Audit for Rebecca Shestakov, license number 128383.

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

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In a roll call vote called for by Logan Bugayong, the board voted to approve the Random Continuing Education Audit for Benjamin Williams, license number 104180. With unanimous consent, it is resolved to accept the Random Continuing Education Audit for Benjamin Williams, license number 104180.

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

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In a roll call vote called for by Logan Bugayong, the board voted to approve the Random Continuing Education Audit for Jennifer Swanberg, license number PCOP402. With unanimous consent, it is resolved to accept the Random Continuing Education Audit for Jennifer Swanberg, license number PCOP402.

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen	XX				
Sammie O'Neal	XX				
Eleanor Vinson	XX				

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In a roll call vote called for by Logan Bugayong, the board voted to approve the Random Continuing Education Audit for Ryan Gleason, license number 137810. With unanimous consent, it is resolved to not accept the Random Continuing Education Audit for Ryan Gleason, license number 137810. Per 12 AAC 62.310.(e), Not more than one-half of the total number of continuing education contact hours required for renewal of a license under this section may be earned by completion of a correspondence, videotape, audiocassette, or other individual study program. Ryan Gleason failed to provide at least 20 synchronous CE's.

	Accept	Deny	Table	Abstain	Absent
Alice Baum					XX
Janece Richard					XX
Dorene Hagen		XX			
Sammie O'Neal		XX			
Eleanor Vinson		XX			

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Agenda Item – Adjourn

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In a motion duly made by Sammie O'Neal and seconded by Eleanor Vinson, with unanimous consent, it was resolved to adjourn the meeting.

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Off Record: 2:21 PM

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Logan Bugayong
Occupational License Examiner

Date

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Dorene Hagen
On Behalf of Chair

Date

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