

**MINUTES**

**UTAH  
Professional Counselor Licensing Board  
MEETING**

**September 9, 2008**

**Room 474– 9:00 a.m.  
Heber Wells Building  
Salt Lake City, UT 84111**

**CONVENED:** 9:35 A.M.

**ADJOURNED:** 1:05 P.M.

**Bureau Manager:  
Board Secretary:**

Rich Oborn  
Lee Avery

**Board Members Present:**

Russell C. Gaede, Psy. D., Chairperson  
Dean Workman  
Gloria Miley  
Rodger Bischoff  
Jason H. King

**DOPL Staff Present:**

F. David Stanley, Division Director  
Connie Call, Compliance Specialist

**Guests:**

Blaine Edwards  
Amy McFarland  
Carson McFarland  
Leslie Randall

**TOPICS FOR DISCUSSION**

**DECISIONS AND RECOMMENDATIONS**

**ADMINISTRATIVE BUSINESS:  
Swear in a New Board Member**

Mr. Jason H. King was sworn in as the new Board member.

**MINUTES:**

The minutes for July 1, 2008 were reviewed. Dr. Gaede motioned to accept the minutes, seconded by Ms. Miley. The motion carried unanimously.

**Consideration of electing a new chairperson**

The Board talked about electing a new chairperson. Ms. Miley motioned for Dr. Gaede be the new Chairperson, seconded by Mr. King. The motion carried unanimously.

## **COMPLIANCE REPORT**

Connie Call, Compliance Specialist

#1. Laura Fullmer, New Probationer. Ms. Call reviewed her stipulation and order noting that she appears to understand its terms and conditions. Ms. Fullmer's license has been restricted due to an inappropriate dual relationship with a client.

#2. Glenn Dutton is in compliance with his stipulation. The Division received his supervisor/employer reports and his twelve (12) hours of continuing education. Will the Board allow him to submit quarterly reports rather than monthly?

#3. Kara Heugly is in compliance with her stipulation. Her paperwork is not due until October 2008. Would the Board consider Ms. Heugly's supervisor request to allow them to meet one hour per month?

Update:

Barbara Ogden is in compliance with her stipulation. The Psychologist Board monitors her probation.

### **Discussion:**

The Board talked about making all reports due January, May and September to be consistent with Board meeting dates.

## **APPOINTMENTS:**

Laura Fullmer, New Probation Interview

Ms. Fullmer presented herself to the Board. Dr. Gaede conducted the interview. The Board and Division introduced itself. Ms. Fullmer advised the Board she had an inappropriate relationship with a client. Ms. Fullmer stated she is receiving text messages from Jane Doe's friend. Ms. Fullmer said that because she did not recognize the number she contacted Jane Doe to see if she recognized the phone number. Jane Doe stated that this number belongs to her friend. Ms. Fullmer stated that now that she knows who this number belongs to, she does not respond to the messages. Jane Doe is in Ms. Fullmer's stipulation as a person Ms. Fullmer is not to contact. Ms. Fullmer stated that she is not sure where things went wrong. The Board encouraged Ms. Fullmer to write a narrative of what happened and what she is going through because doing so will help her determine when poor choices were made. Noting this sometimes

leads to a better understanding of choices. Ms. Fullmer stated she is not working at this time. The Board reminded her that when she starts working she must to have her supervisor approved by the Board. In the meantime, Ms. Fullmer will need to submit reports to the Division stating she is not working. Ms. Fullmer submitted the Board a home study course for nineteen (19) contact hours of ethics, counseling, and psychotherapy, courses by American Schools Association for the Board approval. The Board noted these courses are NBCC certified. Mr. Workman motioned to accept the course submitted by Ms. Fullmer, seconded by Mr. Bischoff. The motion carried unanimously. The Board encouraged Ms. Fullmer to complete the psychological evaluation as soon as possible. Ms. Fullmer has been provided with a list of approved therapists. The Board stated Ms. Fullmer will be required to follow all requirements suggested by the therapist. The Board asked to see Ms. Fullmer November 4, 2008. **Because Ms. Fullmer contacted Jane Doe she is not in compliance with her stipulation.**

#### Glenn Dutton –Probation Interview

Mr. Dutton presented himself to the Board. Mr. Workman conducted the interview. Mr. Dutton stated he is doing well. He has eight (8) clients and he is accepting more. Mr. Dutton stated he is working about fifteen (15) hours a week. Mr. Dutton states he will meet with his supervisor on Monday to review everything. The Board asked Mr. Dutton to have his supervisor include more information in his reports to the Board. He has been too general in the past. The Board advised Mr. Dutton that his reports need to be submitted the month before he meets with the Board. Ms. Call stated four (4) months may be combined in one report. The Board moved Mr. Dutton's meeting with the Board to every other meeting. The Board asked to see Mr. Dutton January 27, 2009. **Mr. Dutton is in compliance with his stipulation.**

#### Kara Heugly – Probation Interview

Ms. Heugly presented herself to the Board. Mr. Bischoff conducted the interview. The Board introduced the new Board member, Mr. King. Ms. Heugly stated she is working forty (40) hours a week.

She is having problems with her malpractice insurance. Ms. Heugly has completed ten (10) hours of continuing education. Her supervisor has not changed. Ms. Heugly asked if the time she spends with her supervisor could be reduced. After discussing this in detail, Mr. Bischoff motioned to change Ms. Heugly's supervision to face to face one time a month and one conference call, seconded by Mr. Workman. The motion carried unanimously. The Board reminded Ms. Heugly that her supervisor needs to choose the sessions he listens to and needs to address this in his reports. Ms. Call stated there has been a change when the reports are due. Ms. Call will send her the new report forms with the due dates listed. The Board asked to see Ms. Heugly on November 4, 2008. **Ms. Heugly is in compliance with her stipulation.**

Amy McFarland, Certified Professional Counselor Intern

Ms. McFarland presented herself to the Board. The Board introduced itself. Ms. McFarland advised the Board she is before it to request that her Professional Counselor Intern License be retracted. Ms. McFarland stated that she has not been able to obtain any hours because her husband's employment requires him to travel out of state. Because of the length of time he is gone, she goes with him. Ms. McFarland stated her internship license was issued June 6, 2006. After talking with Ms. McFarland in detail, the Board advised her she could do one of the following:

1. Let her license expire. She would then need to reinstate this license when she is ready to work again, meeting current license requirements, paying a new application fee and reinstatement fee.
2. Non-disciplinary voluntary surrender of her license.

Ms. McFarland stated she attended the University of Northern Colorado, a CACREP accredited program, and graduated in 2005. The Board advised Ms. McFarland that the Utah law requires that exams cannot be taken until after graduation. The Board asked Ms. McFarland to submit a formal letter to Mr. Oborn informing him of her decision.

Teresa Dillion – Professional Counselor Extern  
Application Review

Ms. Dillion was unable to keep her appointment with the Board and requested the Board review her application without her presence.

## **APPLICATION REVIEW**

Alexandrea Clark – Professional Counselor  
Extern Application Review, remanded back to  
the Board

Note\* Because of the hearing, the Board was unable to review Ms. Dillion's application.

Ms. Clark presented herself to the Board. The Board introduced itself. Mr. Oborn advised the Board that this application was remanded to the Division and Board for further consideration. Mr. Oborn reviewed Ms. Clark's application for licensure as a Professional Counselor Extern. Ms. Clark gave the Board a packet with additional information. After reviewing the additional information submitted, the Board noted the following:

#1. Human and Growth Development: This course awarded one (1) semester credit that the Board agreed could be counted toward fulfilling the six (6) semester credit Human and Growth Development education requirement. The Board noted that five (5) semester credits are still needed.

#2. Family Art Therapy: This course awarded three (3) credits that the Board agreed could be counted toward fulfilling the six (6) semester credit Therapeutic Methods and Interventions education requirement. The Board stated that three (3) semester credits are still needed.

#3. Psychopathology: This course awarded three (3) credits, that the Board agreed could be counted toward fulfilling the two (2) semester credit requirement for the Psychopathology education. This coursework was sufficient to satisfy the psychopathology education requirement.

#4. Substance Use: This course awarded one (1) semester credit. The Board stated this could be counted toward fulfilling the two (2) semester credit Dysfunctional Behaviors education requirement. The application is still missing one (1) semester credit in the Dysfunctional Behaviors subject area.

Ms. Clark was advised that her coursework is deficient in multiple core areas. Ms. Clark would need to complete two (2) semester hours of Advanced Courses in Assessment of Mental Health and six (6) semester hours of internship before she applies for a Certified Professional Counselor Extern license.

Blaine Edwards – Professional Counselor  
Intern Application Review

Mr. Oborn advised the Board that Mr. Edwards submitted an application for Certified Professional Counselor Extern License. Because of the deficiencies

in the educational courses, this application was denied on June 20, 2006. Mr. Edwards has now submitted an application for Certified Professional Counselor Intern. The Board reviewed Mr. Edwards application. Mr. Edwards was present and gave the Board additional information for consideration. The Board noted the following:

#1. Psychopathology and DSM: Transcripts submitted failed to verify completion of course work that satisfied this requirement. Utah Professional Counselor Rules require completion of two (2) semester hours or three (3) quarter hours of coursework in the area of Psychopathology and DSM.  
#2. Internship: Transcripts and syllabi submitted verified completion of six hundred (600) clock hours of supervised internship. Utah Professional Counselor Rules require six (6) semester or nine (9) quarter hours in an Internship, which must include nine hundred (900) clock hours of supervised counseling experience of which 360 hours must be in the provision of mental health therapy. An additional three hundred (300) additional clock hours must be submitted to complete this requirement. Mr. Edwards was advised that he will need to complete the above listed deficiencies prior to applying for a Professional Counselor license in the future.

**DISCUSISON ITEMS:**

Proposed Rules – Mr. Oborn

Because of the hearing at 1:00 P.M., the Board was unable to discuss the proposed rules.

**2008 Board meetings scheduled:**

November 4, 2008

Note\* there has been a change in the 2009 Board Meetings:

Board Meetings tentatively scheduled for 2009:

January 27, March 17, May 19,  
July 28, September 15, November 17

Motion to adjourn at 1:05 P.M.

*Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.*

November 4, 2008  
Date Approved

(ss) Russell Gaede, PhD.  
Russell Gaede PhD, Chairperson, Utah Professional  
Counselor Licensing Board

November 4, 2008  
Date Approved

(ss) Richard Oborn  
Richard Oborn, Bureau Manager, Division of  
Occupational & Professional Licensing