

**MINUTES**

**UTAH  
Professional Counselor Licensing Board  
MEETING**

**September 15, 2009**

**Room 474 - 4<sup>th</sup> floor - 9:00 A.M.  
Heber Wells Building  
Salt Lake City, UT 84111**

**CONVENED:** 9:14 A.M.

**ADJOURNED:** 1:06 P.M.

**Bureau Manager:**  
**Board Secretary:**

Rich Oborn  
Lee Avery

**Board Members Present:**

Jason H. King, Chairperson  
Dean Workman  
Ruth K. Baxter

**Members Excused:**

Gloria Miley  
Rodger Bischoff

**DOPL Staff Present:**

Mark B. Steinagel, Division Director  
Kent Barnes, Compliance Manager

**Guests:**

Julie Hanks  
Judy Casper  
Jarom Gaitan  
Jan Schuurman  
David Brough

**TOPICS FOR DISCUSSION**

**DECISIONS AND RECOMMENDATIONS**

**ADMINISTRATIVE BUSINESS:**

**MINUTES:**

Mr. Workman stated that because he was not at the last Board meeting, he was unsure if he should vote on the minutes. A vote to approve the minutes from the July 28, 2009 Board meeting was tabled until the next Board meeting because a quorum of Board members was not present.

Preliminary review of Board business

Mr. Oborn reviewed the agenda with the Board.

**COMPLIANCE REPORT**

Kent Barnes, Compliance Manager

#1. Richard Schuurman is in compliance with his stipulation. Mr. Schuurman submitted his supervisor report from Shelly Tanner. Ms. Tanner stated she supports him moving to quarterly reports as he “engages in healthy interpersonal relationships and his clinical judgment continues to be excellent.” Mr. Schuurman has completed one of his three (3) years of probation and has always been in compliance with his stipulation. He completed everything the Board and Division requested of him. Mr. Schuurman will have completed eighteen (18) months, or half of his probation term, in March 2010.

#2. Teresa Lloyd is in compliance with her stipulation. Ms. Lloyd submitted her supervisor report. Her supervisor, Lynn Dangerfield, stated that she is in support of Ms. Lloyd moving her supervisor reports to quarterly.

#3. Melanie Walters is in compliance with her stipulation. The Division received her supervisor report. She submitted her proposed continuing education courses at her last meeting with the Board and they were approved. We now need her certificates of completion after she completes the courses. Ms. Walters was asked by the Board to report back to the Board on how her continuing education courses address provisions of the ACA Code of Ethics.

**Discussion:**

The Board briefly reviewed Ms. Walters’ stipulation.

**APPOINTMENTS:**

Richard Schuurman, probation interview

Mr. Schuurman met with the Board for his probation interview. Ms. Jan Schuurman was also in attendance. Mr. Workman conducted the interview. Mr. Schuurman stated that things are going okay in his practice. Mr. Schuurman stated that he was not hired by Davis Behavioral Health because his license is on probation. Ms. Schuurman talked with the Board regarding the problems Mr. Schuurman’s probation has caused in their personal lives. The Board noted that Mr. Schuurman is consistently in compliance with his stipulation. He is on track as a model probationer.

Mr. Schuurman completed one (1) year of a three (3) year probation term. Mr. Schuurman stated that his supervision is going fine. The Board noted that Mr. Schuurman will complete half of his probation in March 2010. Mr. Workman motioned to see Mr. Schuurman on January 26, 2010 and consider terminating his probation at that time, seconded by Ms. Baxter. The motion carried unanimously. **Mr. Schuurman is in compliance with his stipulation.**

Teresa Lloyd, probation interview

**Taken out of order on the agenda:**

Ms. Lloyd's probation interview was held telephonically. Mr. Workman conducted the interview. Ms. Lloyd stated that her supervisor reviews her evaluations with her. There has been no change in her employment. She continues working with patients who are eighteen years and older who have substance abuse or mental health issues. Currently she oversees many drug and alcohol classes. Ms. Lloyd stated that her support system is her supervisor and the team she works with. They discuss the client cases as a group. Ms. Baxter motioned to move Ms. Lloyd's meetings with and reports to the Board to quarterly, seconded by Mr. King. The motion carried unanimously. The Board asked to see Ms. Lloyd on January 26, 2010. The Board requested that this meeting not be telephonic. **Ms. Lloyd is in compliance with her stipulation.**

**Discussion:**

The Board noted that in October 2009 Ms. Lloyd will have completed half of her probation term. She has been in compliance since the beginning of her probation. The Board may consider early termination of her probation at the January Board meeting.

Melanie Walters, probation interview

Ms. Walters met with the Board for her probation interview. Mr. King conducted the interview. Ms. Walters advised the Board that she is in the process of completing one of the approved continuing education (CE) courses. Two of the approved CE courses are currently not available and she will be submitting additional courses for the Board's approval. Ms. Walters stated that her supervisor is Michael Bowman. They have been reviewing the consequences of her behavior. Ms. Walters stated that

they have focused on how her actions affected her personally, professionally, and how they affected her clients. Ms. Walters stated she relies on her family and her supervisor for support. Ms. Walters stated that she passed the NCMHCE exam. She still needs to pass the NCE and ethics exams. The Board asked to see Ms. Walters on November 17, 2009. **Ms. Walter is in compliance with her stipulation.**

David Brough, application review

Mr. Brough met with the Board regarding his application for a Certified Professional Counselor Extern license. Mr. King conducted the interview. The Board reviewed Mr. Brough's education and employment history. The Board noted that Mr. Brough does not qualify for licensure by endorsement. Mr. Oborn reviewed his summary of Mr. Brough's educational deficiencies with the Board. The Board noted that Mr. Brough is also missing a "Career Development" course. The Board noted that Mr. Brough's application was received on August 25, 2009 and the rule changed on August 17, 2009. Mr. King motioned that Mr. Brough does not meet license by endorsement requirements as established in the Utah Mental Health Professional Practice Act. He is short almost 2,000 hours of experience needed during the last three (3) years. His education is deficient in the following subjects:

1. Ethical Standards, Issues, Behavior, and Decision-Making Requirements (2 semester hours);
2. Career Development (2 semester hours).
3. Psychopathology and DSM Classification (2 semester hours);
4. Dysfunctional Behavior (2 semester hours)
5. Test and Measurement Theory (2 semester hours);
6. Advanced Assessment of Mental Status (2 semester hours);
7. Internship (6 semester hours); and
8. Completed only forty-eight (48) total semester credit hours, needs at least 12 more.

Mr. Workman seconded the motion. The motion carried unanimously.

## **DISCUSSION ITEMS:**

Governor's Ethics Policy for Executive Branch  
Employees

**Taken out of order on the agenda:**

Mr. Oborn reviewed the Governor's Ethics policy handout with the Board.

Application Review:

Kathryn Grace MacElveen-Ryan, Certified  
Professional Counselor Intern License

Ms. MacElveen-Ryan met with the Board. The Board reviewed Ms. MacElveen-Ryan's application for a Certified Professional Counselor Intern (CPCI) license. Ms. Grace reviewed her education and employment with the Board. Ms. MacEleveen-Ryan stated that she is currently in a psychology residency program. Dr. Carl Smoot is her supervisor. Her goal is to obtain her psychologist license. The Board noted the following deficiencies in Ms. MacEleveen-Ryan's education:

1. Ethical Standards, Issues Behavior, and Decision-Making (2 semester hours);and
2. Professional Roles and Standards, (2 semester hours).

The Board recommended that Ms. MacElveen-Ryan satisfy these course deficiencies with courses taken at a CACREP accredited university. The ethics course must include a review of the Code of Ethics of the ACA, the NBCC, or the AMHCA. Both courses must be taken from an accredited university. Once she completes the Ethical Standards, Issues Behavior, and Decision-Making requirement, she may apply for the CPCE license. This will allow her to work until she completes the Professional Roles and Standards course. The Board encouraged her to obtain a syllabus that shows the ethics is ACA, AMHCA, or NBCC if the program she attends is not CACREP accredited. After further discussion, Mr. Oborn stated that he would hold Ms. MacEleveen-Ryan's application until October 15, 2009, giving her more time to complete both courses for her CPCI license.

Update regarding NBCC exam changes

Mr. Oborn reviewed the changes currently taking place with the NBCC exams. Beginning January 2010 the NCE and NCMHCE exams will be computer-based rather than written. PSI will no longer administer the NBCC exams. Both exams will be administered on a monthly basis. Mr. Kent Barnes, DOPL Compliance Manager, is working with NBCC in making this transition as smooth as possible.

Conflicts between definitions of unprofessional conduct

Mr. Oborn reviewed the concern regarding conflicts between definitions of unprofessional conduct in the Professional Counselor Licensing Act Rule and the Mental Health Professional Practice Act Rule. Mr. Oborn presented potential language for the change. Mr. Oborn stated that he would send an e-mail to UMHCA President, Gray Otis, regarding the proposal. The Board decided to table this discussion until the next Board meeting.

Extensions to Certified Professional Counselor Intern (CPCI) license

Mr. Oborn reviewed the policy the Division uses in extending CPCI licenses. Mr. Oborn noted that Utah Code 58-60-405(2)(6) states that a license may not be extended for over two (2) years after the minimum 4,000 hours of training is completed. Mr. Oborn asked the Board to review this for a possible change in the Professional Counselor Practice Act. The Board stated that it would table the discussion of this item until the next Board meeting.

## **BOARD MEETINGS:**

### **2009 Board Meetings tentatively scheduled:**

November 17, 2009.

### **2010 Board Meetings Tentatively Scheduled:**

January 26, March 16, May 18, July 20, September 21, and November 16.

Motion to adjourn at 1:06 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.*

March 16, 2010  
Date Approved

(ss) Jason King  
Chairperson, Utah Professional Counselor Licensing Board

March 16, 2010  
Date Approved

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