

**MINUTES March 15<sup>th</sup>, 2013**  
**LICENSED PROFESSIONAL COUNSELORS BOARD OF EXAMINERS**  
**Approved July 19<sup>th</sup>, 2013**

The meeting was called to order by L Choate at 12:08 p.m. A roll call was taken and a quorum was present.

**Members Present:**

L Choate            P Millhollon  
K Lammert        D Legendre  
E Cowger         M Reynaud  
K Steele

**Members Absent:**

D Dowling  
A Williams  
G Perkins  
A Allen

**Staff Present:**

M Olsan  
R McCarthy

**Guests Present:**

C Nardini  
T Caffery  
J Nelson  
M Terrebonne  
B Galbraith

**Agenda**

M Reynaud motioned to approve the agenda. E Cowger seconded. All approved; no abstentions.

**Board Meeting Minutes**

K Lammert motioned to accept the January 18<sup>th</sup> Meeting Minutes. P Millhollon seconded. All approved; no abstentions.

**Legislative Updates – L Choate, M Olsan, C Nardini**

L Choate read the following resolution: "We regret being unable to come to a solid consensus with the representatives of LABAA and other stakeholders regarding the need for "*substantially equivalent*" language to be included in the proposed BA bill to ensure the protection of the public. Unfortunately, the inclusion of this language was the Board's one non-negotiable issue that arose during the negotiation process. We believe that the inclusion of "*substantially equivalent*" language in the bill is essential, as we feel we cannot adequately protect the public if restricted by a national organization when determining how best to regulate the profession. Consequently, the LPC Board must formally rescind our offer for the BAs to join our Board." L Choate asked Board for comments regarding resolution. M Reynaud motioned to approve and accept Board resolution as stated. E Cowger seconded. All approved; no abstentions.

M Olsan presented draft fee adjustment and criminal background check language for proposed Senate bill by Senator Morrell. C Nardini explained the word "registration" needed be added on page seven of the draft bill to make the language of the bill consistent. M Reynaud motioned to accept the draft language with the edit proposed by C Nardini. K Lammert seconded. All approved; no abstentions.

**Committee on Disciplinary Affairs – L Choate, M Reynaud**

L Choate presented the Disciplinary Committee report. Zero unofficial and 17 official complaints were received since the last Board meeting. Two complaints were dismissed.

**Official Complaints Received since January 18th, 2013: (\*Board Initiated)**

1. 12/13-75: Inappropriate Relationship w/Client
2. 12/13-76: No License
3. 12/13-77: Applicant Practiced Before Registered with Board\*

4. 12/13-78: Misrepresentation of Credentials
5. 12/13-79: Unprofessional Conduct
6. 12/13-80: No License\*
7. 12/13-81: Unprofessional/Abusive Conduct
8. 12/13-82: Unprofessional Conduct
9. 12/13-83: Failure to Comply with Consent Agreement Terms\*
10. 12/13-84: Breach of Confidentiality
11. 12/13-85: Applicant Practiced Before Registered with Board\*
12. 12/13-86: Inappropriate Supervision\*
13. 12/13-87: Fraudulent Application\*
14. 12/13-88: Practiced without Active Supervision\*
15. 12/13-89: Abandonment of Supervision\*
16. 12/13-90: Practiced without Active Supervision\*
17. 12/13-91: Abandonment of Supervision\*

**Cases to Open:**

1. 12/13-75: Inappropriate Relationship w/Client
2. 12/13-76: No License
3. 12/13-77: Applicant Practiced Before Registered with Board\*
4. 12/13-78: Misrepresentation of Credentials
5. 12/13-79: Unprofessional Conduct
6. 12/13-80: No License\*
7. 12/13-81: Unprofessional/Abusive Conduct
8. 12/13-83: Failure to Comply with Consent Agreement Terms\*
9. 12/13-84: Breach of Confidentiality
10. 12/13-85: Applicant Practiced Before Registered with Board\*
11. 12/13-86: Inappropriate Supervision\*
12. 12/13-87: Fraudulent Application\*
13. 12/13-88: Practiced without Active Supervision\*
14. 12/13-90: Practiced without Active Supervision\*
15. 12/13-91: Abandonment of Supervision\*

**Cases to Close:**

1. 07/08-02: Confidentiality Breach; Unprofessional Conduct
2. 12/13-27: Abandonment of Supervision\*
3. 12/13-31: Failure to Obtain Consent
4. 12/13-32: Unprofessional Conduct

**Complaints to be Dismissed:**

1. 12/13-82: Unprofessional Conduct
2. 12/13-89: Abandonment of Supervision\*

There are a total of 81 active cases. L Choate reported that a hearing prior to the May Board meeting is very likely. L Choate motioned to accept the Disciplinary Committee report. All approved; no abstentions.

**Committee Professional Assistance Program (PAP) – P Millhollon, E Cowger, K Lammert**

No report.

**Committee on Licensure and Supervision – A Allen, A Williams, P Millhollon, R McCarthy**

P Millhollon reported seven applicants were reviewed for registration/licensure/supervision for MFT-I/LMFT/LMFT-S in February and March.

Registration of Supervision: 1 approved, 1 denied  
Licensure: 1 approved, 0 denied (1 approved to take NMFT exam)  
Change of Supervisor: 3 approved, 0 denied  
Change of Practice Setting: 0 approved, 0 denied  
Supervision: 1 approved, 0 denied

R McCarthy reported 116 folders were reviewed for registration/licensure/supervision for CI/LPC/LPC-S in February and March.

Part One: 9 approved, 3 denied, 2 need more info  
Part Two: 1 approved, 0 denied  
Part One and Two: 0 approved, 0 denied  
Part Two and Three: 9 approved, 0 denied  
Change of Supervisor: 18 approved, 0 denied  
Registration of Supervision: 28 approved, 4 denied, 1 need more info  
Licensure: 30 approved, 4 denied, 1 need more info  
Privileging: 2 approved, 0 denied  
Supervision: 3 approved, 0 denied  
Areas of Expertise: 1 approved, 0 denied

R McCarthy presented a licensure applicant with a felony from 1973. The felony was never expunged but was previously approved when applicant was registered as an intern. Board recommended approval of applicant for licensure.

R McCarthy presented a licensure applicant with a felony not previously disclosed when approved as intern. Felony was pardoned prior to application as an intern. Board recommended approval of applicant for licensure.

R McCarthy presented an intern applicant with a felony and proof of expungement. Board recommended approval of applicant for registration.

R McCarthy presented an applicant re-applying for licensure as applicant let previous license expire. Hours accrued as an intern many years ago were not under a LA BA supervisor. Individual was previously approved by Board for licensure under same circumstances. Board recommended approval of applicant for licensure.

R McCarthy presented an intern applicant with a questionable course. M Reynaud suggested we require a letter from the University clarifying course description.

M Olsan presented an issue of a supervisor failing to communicate with the Board regarding an intern's hours. Board agreed that if supervisor could not be reached that intern's documentation of hours would be acceptable. The Board also recommended the supervisor in question be considered by the Disciplinary Committee.

M Olsan presented a question from a prospective applicant: Can one obtain both a practicum and internship outside of master's degree? The Board determined that a graduate degree program that contains neither a practicum nor internship would be unacceptable.

M Olsan asked the Board for feedback regarding revised applications. K Steele suggested clarifying that payment is required each time a new supervisor is added. K Steele motioned to approve revised applications with proposed edit. E Cowger seconded. All approved; no abstentions.

P Millhollon motioned to accept the Licensure Committee and Supervision report. All approved; no abstentions.

**Committee on Appraisal Privilege – A Allen, A Williams, R McCarthy**

No report.

**Committee on Rules – G Perkins, A Allen, E Cowger, A Williams, M Olsan**

M Olsan and C Nardini presented feedback received by LCA on latest draft of rules. E Cowger motioned for the Board to accept the final draft of the Act 636/276 related rules as amended (based on feedback from LCA) without formal approval of Rules Committee. K Lammert seconded. All approved; no abstentions. E Cowger motioned to accept the Rules Committee report. All approved; no abstentions.

**Marriage and Family Therapy Advisory Committee Report –M Reynaud**

M Reynaud reported that MFTAC conducted their first supervisor orientation course at the LAMFT conference. Seven LMFTs attended. A video of the course will soon be posted on the LPC Board website and the MFTAC will create a post-test. M Reynaud also reported that he and M Olsan met regarding intern endorsement and expedited processing rules. M Reynaud motioned to accept the MFTAC report. All approved; no abstentions.

**Committee on Correspondence – A Williams, M Olsan**

M Olsan presented a question from a LPC wishing to retire and who requested the Board consider a “retired” status with the Board. The Board recommended the Rules Committee look into this issue while working on the next set of rule revisions.

M Olsan presented a question about whether or not the Board required paper record-keeping versus electronic-record keeping. P Millhollon stated that there is no specific requirement for paper record-keeping; however, registrants and licensees should follow all applicable state laws and agency policies.

E Cowger motioned to accept the Correspondence Committee report. All approved; no abstentions.

**Public Comments**

C Nardini expressed thanks on behalf of LCA for the opportunity to collaborate with the Board on rule revisions and offer comments. C Nardini reported a meeting with DHH and Megellan to address provider concerns would be scheduled soon. C Nardini also reported that LCA will support the fee adjustment/criminal background check legislation. She also reported that LCA will be conducting Town hall meetings soon to educate LPCs on legislation. T Caffery offered praise for the Board’s hard work and M Olsan’s representation of the Board.

**Committee on Personnel – D Dowling, M Olsan**

M Olsan reported T Bergholtz will be leaving the Board due to a change in school schedule. M Olsan reported efforts were already underway to replace T Bergholtz. M Olsan stated T Bergoltz was a tremendous asset to the Board and wished her the best in her next endeavor.

**Committee on Budgeting – D Dowling, E Cowger, M Olsan**

M Olsan explained the new state travel policies.

**Financial Report – M Olsan**

M Olsan presented the January and February financial reports. E Cowger motioned to approve the financial reports. K Lammert seconded. All approved; no abstentions.

**Executive Director Report – M Olsan**

M Olsan presented the Executive Director report.

**LAMFT Liaison Report – M Olsan**

M Olsan presented the LAMFT Liaison report.

**LCA Liaison Report – E Cowger**

M Olsan presented the LCA Liaison report.

**New Business – L Choate, M Olsan, M Reynaud**

M Reynaud requested that the Board discuss Board committees at the May Board meeting. The Board asked M Olsan to send all Board members an outline of all committees, their function, and current members. M Olsan reminded Board members of Board elections at May meeting and explained protocol.

L Choate reminded the Board of the next Board meeting May 17<sup>th</sup>, 2013.

**Closing**

E Cowger motioned to adjourn the meeting at 2:31 PM. K Lammert seconded. All approved; no abstentions.

Respectfully Submitted by,  
Mary Alice Olsan  
Executive Director