

MINUTES November 13th, 2015
LICENSED PROFESSIONAL COUNSELORS BOARD OF EXAMINERS
Approved January 22nd, 2016

The meeting was called to order by L Choate at 12:34 p.m. A roll call was taken and a quorum was present.

Members Present:

L Choate P Millhollon
J Mims E Cowger
R Cathey K Steele
K Lammert E Augustin

Members Absent:

J Nolan (formerly Thomas)
G Perkins

Staff Present:

M Olsan

Guests Present:

K Rice S Murphy
J Raines C Magnum
M Parrish M Morris (MFTAC Mtg.)
J Cancienne E Petterson

Agenda

L Choate asked for a motion to approve the agenda. E Cowger motioned to approve the agenda. K Lammert seconded. All approved; no abstentions.

Board Meeting Minutes

L Choate asked for a motion to approve the September Board Meeting minutes. K Lammert motioned to approve the September Board Meeting minutes. P Millhollon seconded. All approved; no abstentions.

Committee on Disciplinary Affairs – L Choate, K Steele, E Augustin, J Raines

L Choate asked James “Jim” Raines of BREAZEAL, SACHSE & WILSON, L.L.P to proceed with the presentation of Consent Agreements for the following disciplinary cases: **12/13-69** against Juanita Jones, LPC; **12/13-85** against Arienne Williams (formerly Arienne Strohmeier), LPC; **12/13-86** against Mitchell Young, LPC; and **13/14-46** against Beth Boudreaux, Inactive LPC.

J Raines presented the Consent Agreement for case 12/13-69. L Choate asked for a motion to accept the Consent Agreement. J Mims motioned to accept and E Cowger seconded. All approved; no abstentions. All Board Members present signed the Consent Agreement.

J Raines presented the Consent Agreement for case 12/13-85. L Choate asked for a motion to accept the Consent Agreement. J Mims motioned to accept and K Lammert seconded. All approved; no abstentions. All Board Members present signed the Consent Agreement.

J Raines presented the Consent Agreement for case 12/13-86. L Choate asked for a motion to accept the Consent Agreement. K Steele motioned to accept and P Millhollon seconded. All approved; no abstentions. All Board Members present signed the Consent Agreement.

J Raines presented the Consent Agreement for case 13/14-46. L Choate asked for a motion to accept the Consent Agreement. J Mims motioned to accept and K Lammert seconded. All approved; no abstentions. All Board Members present signed the Consent Agreement.

L Choate presented the Disciplinary Affairs Committee Report:

Unofficial Complaints Received since September 25th, 2015: None.

Official Complaints Received since September 25th, 2015:

1. 15/16-13: Unprofessional Conduct
2. 15/16-14: Unprofessional Conduct
3. 15/16-15: Unprofessional Conduct
4. 15/16-16: Unprofessional Conduct/Improper Disclosure
5. 15/16-17: Practicing without a License*
6. 15/16-18: Practiced before Licensed*
7. 15/16-19: Practiced before Provisionally Licensed*

Cases to Open:

1. 15/16-13: Unprofessional Conduct
2. 15/16-14: Unprofessional Conduct
3. 15/16-15: Unprofessional Conduct
4. 15/16-16: Unprofessional Conduct/Improper Disclosure
5. 15/16-17: Practicing without a License*
6. 15/16-18: Practiced before Licensed*
7. 15/16-19: Practiced before Provisionally Licensed*

Cases to Close:

1. 12/13-69: Practiced without Active Supervision
2. 12/13-85: Practiced before Registered/Prov. Licensed
3. 12/13-86: Inappropriate Supervision
4. 13/14-18: Fraudulent Documentation/Billing
5. 13/14-46: Inappropriate Relationship w/Client
6. 13/14-52: Misconduct and Inappropriate Termination of Clients
7. 14/15-72: Unprofessional Conduct

Complaints to Dismiss: None.

*Board-Initiated

L Choate reported a total of 65 active disciplinary cases. L Choate motioned to accept the Disciplinary Affairs report. All approved; no abstentions.

Committee on Legislative Affairs –L Choate, J Mims, G Perkins, M Olsan, K Rice

L Choate welcomed Karen Rice to the Board Meeting. K Rice reported that she was filling in for M Feduccia on behalf of LCA's Government Relations Committee (GR Committee). K Rice explained LCA was in the process of creating business cards for the GR Committee, a training video for members of the GR Committee, and a brochure for legislators about LCA. She also provided an update regarding concerns surrounding Act 23 of the 2015 Regular Legislative Session. P Millhollon reiterated both she and the Board's significant public protection concerns

regarding Act 23. M Olsan echoed P Millhollon’s sentiments and explained Baker Donelson’s opinion regarding the legislation. E Cowger recommended LCA work closely with M Olsan on this issue. L Choate thanked K Rice for her report.

Committee on Licensure/Supervision/Appraisal –E Cowger, P Millhollon, J Mims

E Cowger reported 147 applicants were reviewed for provisional licensure/licensure/supervision for PLPC/LPC/LPC-S in October and November. M Olsan reported that the data will now also include those practice settings and expedited applications approved each month by Board Staff.

Application Type	OCT	NOV	Total
LPC Application for Licensure	6	17	23
<i>19-APPROVED 4-DENIED 0-Need more Info</i>			
LPC Out-of-State Applications for Licensure	0	3	3
<i>0-APPROVED 3-DENIED 0-Re-Review</i>			
PLPC: Sections 1, 2, 3	7	21	28
<i>20-APPROVED 8-DENIED 0-Need more Info</i>			
PLPC: Section 1	1	3	4
<i>2-APPROVED 2-DENIED 0-Need more Info</i>			
PLPC: Section 1 and 2	0	0	0
<i>0-APPROVED 0-DENIED</i>			
PLPC: Section 2	0	0	0
<i>0-APPROVED 0-DENIED</i>			
PLPC: Section 2 and 3	0	3	3
<i>2-APPROVED 1-DENIED</i>			
PLPC: Section 3	0	1	1
<i>0-APPROVED 1-DENIED</i>			
PLPC: Change/Add Supervisor	6	7	13
<i>13-APPROVED 0-DENIED</i>			
LPC Supervisor Application	4	10	14
<i>12-APPROVED 2-DENIED 0-Need more info</i>			
Appraisal Privilege	0	1	1
<i>1-APPROVED 0-DENIED 0-Need more info</i>			
LPC Areas of Expertise Review	0	1	1
<i>1-APPROVED 0-DENIED 0-Need more info</i>			
Application for Expedited Processing	6	5	11
PLPC: Change/Add Practice Setting	35	10	45
Total Applicants Reviewed	65	82	147

P Millhollon reported 8 applicants were reviewed for provisional licensure/licensure/supervision for PLMFT/LMFT/LMFT-SC/LMFT-S in October and November.

Application Type	OCT	NOV	Total
LMFT Application for Licensure	0	2	2
<i>2-APPROVED 0-DENIED</i>			
LMFT Out-of-State Applications for Licensure	0	0	0
<i>0-APPROVED 0-DENIED</i>			

PLMFT: Section 1, 2, 3	0	2	2
<i>2-APPROVED 0-DENIED</i>			
PLMFT: Section 1	0	1	1
<i>1-APPROVED 0-DENIED</i>			
PLMFT: Section 2 and 3	0	0	0
<i>0-APPROVED 0-DENIED</i>			
PLMFT: Change/Add Practice Setting	2	1	3
<i>3-APPROVED 0-DENIED</i>			
PLMFT: Change/Add Supervisor	0	0	0
<i>0-APPROVED 0-DENIED</i>			
LMFT SC Application: Section 1	0	0	0
<i>0-APPROVED 0-DENIED</i>			
LMFT SC Application: Section 2	0	0	0
<i>0-APPROVED 0-DENIED</i>			
LMFT SC Application: Section 1 and Section 2	0	0	0
<i>0-APPROVED 0-DENIED</i>			
LMFT Supervisor Application	0	0	0
<i>0-APPROVED 0-DENIED</i>			
Application for Expedited Processing	0	0	0
Total Applicants Reviewed	2	6	8

E Cowger presented correspondence from North Dakota regarding a possible reciprocity agreement. L Choate asked M Olsan for feedback regarding national portability trends. M Olsan explained most states were adopting endorsement policies rather than seeking reciprocity agreements state by state. R Cathey expressed concern over North Dakota's requirements changing. K Steele asked if a written agreement would be needed. M Olsan confirmed the terms would have to be agreed upon in writing. L Choate recommended discussing this possible agreement at the January Board Meeting.

E Cowger presented a one page summary of PLPC and LPC requirements developed by M Olsan. He explained the Licensure Committee's recommendation that the summary be posted on the LPC Board website. K Steele motioned for the summary to be posted on the Board website and for M Olsan to create a similar summary for PLMFTs and for the PLPC and PLMFT renewal requirements. K Lammert seconded. All approved; no abstentions. J Mims reminded the Board of the confusion surrounding the active supervision requirement and asked M Olsan to clarify this rule in the PLPC summary. J Mims also recommended that this requirement be clarified in the next Board newsletter and via an announcement on the Board website. The Board agreed with this plan of action.

E Cowger motioned to accept the Licensure Committee and Supervision report. All approved; no abstentions.

Committee on Correspondence – M Olsan, L Choate

L Choate asked M Olsan to present correspondence. M Olsan provided a brief history behind the correspondence from J Sutton of ULM and asked P Millhollon to explain MFTAC's thoughts. P Millhollon reported that the MFTAC will likely revise Option 2 of the LMFT academic requirements in response to ULM's feedback as part of the next set of rule revisions. The Board discussed the need for accreditation for all academic bodies.

M Olsan presented J Nolan's (formerly J Thomas) letter of resignation from the Board. M Olsan explained that J Nolan will no longer be living in Louisiana. L Choate and the Board expressed gratitude for J Nolan's time and service to the Board.

Public Comments: M Parrish, an out of state PLPC applicant, explained that she has twice been denied by the Board for PLPC provisional licensure (July and September 2015 respectively). She provided each Board Member with a packet of information outlining her academic background and other qualifications. The Board and M Olsan discussed her concerns and answered questions from M Parrish. M Parrish asked the Board to consider this information during the next review of her application materials [January 2016 Board Meeting]. M Olsan thanked M Parrish for her time.

Committee Professional Assistance Program (PAP) – K Lammert, P Millhollon, R Cathey

K Lammert reported 8 open, active PAP cases with the recommendation that the PAP Committee close PAP 14. R Cathey suggested M Olsan create a reporting form to be posted on the LPC Board website for prospective PAP participants. The Board supported this idea. R Cathey and M Olsan provided a status update on PAP outsourcing options. K Lammert motioned to accept the PAP report. All approved; no abstentions.

Recess: L Choate called for a 10 minute, early recess. K Lammert motioned to recess and R Cathey seconded. All approved; no abstentions.

Committee on Rules –E Cowger, J Mims, L Choate, K Steele, M Olsan

L Choate confirmed the members of the Rules Committee—E Cowger, J Mims, K Steele, L Choate, and M Olsan. M Olsan presented the rule revisions document sent to the Board in advance of the Board Meeting and asked for any questions. The Board discussed rule writing specific to Criminal Record Checks (CRCs) as a top priority. L Choate asked the Board Members to consider the timing of the CRC (and related rules) and to be prepared to provide feedback at the January Board Meeting.

Marriage and Family Therapy Advisory Committee (MFTAC) Report –P Millhollon, K Steele, R Cathey

P Millhollon reported that the MFTAC discussed Act 736 of the 2014 Louisiana Regular Legislative Session with M Morris. She also reported review of the ULM correspondence from J Sutton. P Millhollon stated that the MFTAC would be creating specific deadlines for rule revisions needed. She also explained Board Staff's concerns regarding the outdated training video and exam for Board-Approved LMFT Supervisors on the Board website. She stated that all materials would be updated by the end of the year. P Millhollon also discussed the possibility of a supervision workshop at the LAMFT conference. M Olsan stated that she would ask LAMFT if there was time available for this workshop. P Millhollon motioned to accept the MFTAC report. All approved; no abstentions.

Committee on Personnel – L Choate, G Perkins, M Olsan

L Choate asked M Olsan to present the personnel report. M Olsan provided an update regarding the status of hiring a disciplinary case assistant, a summary of H Thomas's annual evaluation, and reported on possible staff schedule changes for 2016 and 2017. L Choate thanked M Olsan for her report.

Financial Report(s) – M Olsan

M Olsan presented the July, August, and September 2015 financial reports and reported that supporting documentation for each report was available to P Millhollon for review. E Augustin motioned to approve the July, August, and September 2015 financial reports. E Cowger seconded. All approved; no abstentions.

Ad Hoc Committee on Budgeting –L Choate, E Cowger, M Olsan

M Olsan reported that the FY 14/15 financial report, the 15/16 amended budget, and the 16/17 proposed budget were submitted on time and to all required parties.

Executive Director Report – M Olsan

M Olsan presented the Executive Director report and highlighted lessons learned at both the AMFTRB and CLEAR conferences. She also reported that she was reappointed as Chair of the AMFTRB Elections Committee and appointed as Chair of the AMFTRB Telehealth Committee. She explained some travel would be associated with participation in the AMFTRB Telehealth Committee in 2016.

LAMFT Liaison Report – M Olsan

M Olsan presented the LAMFT liaison report. She also reminded the Board of the Board/MFTAC Update at the LAMFT Conference on February 11th in New Orleans from 12:45PM to 2:15PM.

LCA Liaison Report – M Olsan

M Olsan presented the LCA liaison report. She provided a recap of feedback received regarding Board presentations at the LCA conference. She also reported that LCA had selected two individuals to be sent to the Governor to fill J Nolan’s vacancy. M Olsan reminded the Board that J Nolan’s resignation was not effective until December 31st, 2015.

New Business – L Choate

M Olsan presented the 2016 Application Deadlines, Application Review Dates, and Board Meeting Dates for 2016.

L Choate asked M Olsan to explain the Board Election process. M Olsan explained the process and asked the Board Members to submit any nominations by December 15th, 2015.

L Choate announced the next Board Meeting would begin at 12:30PM on January 22nd, 2016 and wished everyone a happy holiday season. P Millhollon voiced support for Board Meetings to begin at 12:30PM rather than at 12:00PM for the foreseeable future now that nearly all committees are regularly meeting before the Board Meeting.

Closing

L Choate asked for a motion to adjourn the meeting. P Millhollon motioned to adjourn the meeting at 4:53PM. E Cowger seconded. All approved; no abstentions.

Respectfully Submitted By,

Mary Alice Olsan
Executive Director