

**IDAHO LICENSING BOARD OF PROFESSIONAL COUNSELORS AND
MARRIAGE AND FAMILY THERAPISTS**

Division of Occupational and Professional Licenses

**P.O. Box 83720
Boise, ID 83720-0063**

Board Meeting Minutes of 8/19/2022

BOARD MEMBERS PRESENT: Dennis M Baughman, LCPC - Chair
Spencer Zitzman, Ph.D., LMFT
Steven Lanzet, LCPC, LMFT
Tami S Kammer, LMFT, LCPC
Theresa Bradford

DIVISION STAFF: Anne Lawler, Bureau Chief
Nicholas Krema, General Counsel
Skip Liddle, Investigative Supervisor
Cesley Metcalfe, Board Support Supervisor
Emily Rough, Board Support Specialist
José Mendoza, Licensing Specialist

OTHERS PRESENT: Tyler Williams, Board Prosecutor
Josh Scholer, Division of Financial Management
Laura Campbell, Idaho Mental Health Counselors
Association
David Routt, LCPC
Michael Moates

The meeting was called to order at 8:30 AM MDT by Dennis M Baughman, LCPC.

INTRODUCTIONS

Ms. Bradford was introduced as the new public Board member.

COMPACT UPDATE

Ms. Lawler gave an update on the Counseling Compact.

DISCUSSION OF SUPERVISION RATIOS

The Board discussed supervision ratios. This rule will be reviewed for clarity as part of the Zero-Based Regulation process.

DOCTORAL CANDIDATE AS FACULTY FOR SUPERVISION

Mr. Lanzet made a motion to allow doctoral candidates with faculty status to act as supervisors. It was seconded by Dr. Zitzman. Following discussion, Mr. Lanzet amended the motion to specify that doctoral candidates who have faculty status for students currently enrolled in a counseling program may act as supervisors. It was seconded by Ms. Kammer. Motioned carried.

CONFERENCE REPORTS

Ms. Kammer gave a report from the Counseling Regulatory Boards Summit that she attended.

BOARD MEMBER APPOINTMENT UPDATE

Ms. Lawler provided an update on Board member appointments.

BOARD ELECTIONS

Mr. Lanzet made a motion to elect Mr. Baughman as Board chair and Dr. Zitzman as Vice-chair. It was seconded by Ms. Kammer. Motion carried

LICENSING REPORT

Ms. Lawler and Mr. Mendoza presented a report on applications received and licenses issued by staff since the last meeting.

APPROVAL OF MINUTES

Dr. Zitzman made a motion to approve the minutes of May 20, 2022. It was seconded by Ms. Kammer. Motion carried.

ZERO-BASED REGULATION INTRODUCTION

Ms. Lawler and Josh Scholer introduced the purpose and process of Zero-Based Regulation.

LAWS AND RULES

Ms. Lawler presented a legislative update. She informed the Board that the following bills passed the 2022 Legislative Session: House Bill 654, Senate Bill 1296, House Bill 612, Senate Bill 1244, House Bill 629, and Senate Bill 1297

DISCIPLINE STANDARDIZATION PROCESS

Ms. Lawler presented information regarding the Division's efforts to standardize discipline processes for all Boards.

PRN UPDATE

Ms. Lawler provided an update on the PRN request for proposal.

BOARD TRAINING

Mr. Krema presented a training on the Idaho Open Meeting Law.

EXECUTIVE SESSION

Dr. Zitzman made a motion that the Board enter executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to consider documents relating to the fitness of an applicant to be granted a license or registration. It was seconded by Mr. Lanzet. The vote was: Mr. Baughman, aye; Dr. Zitzman, aye; Mr. Lanzet, aye; Ms. Brandford, aye; and Ms. Kammer, aye. Motion carried.

Dr. Zitzman made a motion to leave executive session. It was seconded by Ms. Kammer. Motion carried. No decisions were made in executive session.

APPLICATIONS

Dr. Zitzman made a motion to approve applicant COUIA-8876 for a two-year extension. It was seconded by Ms. Kammer. Motion carried.

Mr. Lanzet made a motion to approve applicant COUA-8930. It was seconded by Dr. Zitzman. Motion carried.

Dr. Zitzman made a motion to deny applicant COUA-8911 because the applicant does not meet the qualifications under endorsement or by the universal licensure act. It was seconded by Mr. Lanzet. Discussion was held regarding: the fact that the licenses held by the applicant are not equivalent to the Idaho LCPC license; that the licenses held by the applicant are not unrestricted; and the lack of proof that qualifications for the licenses held by the applicant are equivalent to Idaho qualifications. Motion carried.

COMPLAINT MEMORANDUM

Mr. Liddle gave the investigative report, which is linked above.

EXECUTIVE SESSION

Dr. Zitzman made a motion that the Board enter executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to discuss documents relating to the fitness of a licensee to retain a license or registration. It was seconded by Mr. Lanzet. The vote was: Mr. Baughman, aye; Dr. Zitzman, aye; Mr. Lanzet, aye; Ms. Bradford, aye; and Ms. Kammer, aye. Motion carried.

Mr. Lanzet made a motion to leave executive session. It was seconded by Dr. Zitzman. Motion carried. No decisions were made in executive session.

FOR BOARD DETERMINATION

Dr. Zitzman made a motion to close case number I-COU-2021-27/28. It was seconded by Mr. Lanzet. Motion carried.

Dr. Zitzman made a motion to close case number I-COU-2021-42 with an advisory letter. It was seconded by Ms. Bradford. Motion carried.

Dr. Zitzman made a motion to close case number I-COU-2021-13. It was seconded by Mr. Lanzet. Motion carried.

Dr. Zitzman made a motion to close case number I-COU-2021-14 with an advisory letter. It was seconded by Ms. Bradford. Motion carried.

Dr. Zitzman made a motion to authorize Mr. Williams to negotiate a Stipulation and Consent Order for case number COU-2023-1 and to authorize the Board chair to sign on behalf of the Board. It was seconded by Mr. Lanzet. Motion carried.

Dr. Zitzman made a motion to close case number COU-2022-4 with an advisory letter. It was seconded by Mr. Lanzet. Motion carried.

Dr. Zitzman made a motion to close case number COU-2022-8 with an advisory letter. It was seconded by Ms. Bradford. Motion carried.

Dr. Zitzman made a motion to authorize Mr. Williams to negotiate a Stipulation and Consent Order for case number COU-2022-10 and to authorize the Board chair to sign on behalf of the Board. It was seconded by Mr. Lanzet. Motion carried.

Dr. Zitzman made a motion to authorize Mr. Williams to negotiate a Stipulation and Consent Order for case number COU-2022-7 and to authorize the Board chair to sign on behalf of the Board. It was seconded by Ms. Bradford. Motion carried.

Dr. Zitzman made a motion to close case number COU-2022-9 without action. It was seconded by Mr. Lanzet. Motion carried.

Dr. Zitzman made a motion to authorize Mr. Williams to negotiate a Stipulation and Consent Order for case number COU-2021-27 and to authorize the Board chair to sign on behalf of the Board. It was seconded by Ms. Bradford. Motion carried.

Dr. Zitzman made a motion to authorize Mr. Williams to negotiate a Stipulation and Consent Order for case number COU-2021-26 and to authorize the Board chair to sign on behalf of the Board. It was seconded by Mr. Lanzet. Motion carried.

Dr. Zitzman made a motion to close case number COU-2021-24 with an advisory letter. It was seconded by Ms. Bradford. Motion carried.

Dr. Zitzman made a motion to authorize Mr. Williams to negotiate a Stipulation and Consent Order for case number COU-2022-1/3 and to authorize the Board chair to sign on behalf of the Board. It was seconded by Mr. Lanzet. Motion carried.

Dr. Zitzman made a motion to authorize a Corrective Action Plan (CAP) for case number COU-2022-5. It was seconded by Ms. Bradford. Motion carried.

Dr. Zitzman made a motion to authorize Mr. Williams to negotiate a Stipulation and Consent Order for case number COU-2022-6 and to authorize the Board chair to sign on behalf of the Board. It was seconded by Mr. Lanzet. Motion carried.

Dr. Zitzman made a motion to authorize Mr. Williams to negotiate a Stipulation and Consent Order for case number COU-2021-23 and to authorize the Board chair to sign on behalf of the Board. It was seconded by Ms. Bradford. Motion carried.

Dr. Zitzman made a motion to authorize a Corrective Action Plan (CAP) for case number COU-2021-25. It was seconded by Mr. Lanzet. Motion carried.

Dr. Zitzman made a motion to authorize a Corrective Action Plan (CAP) for case number COU-2022-11. It was seconded by Ms. Bradford. Motion carried.

Dr. Zitzman made a motion to approve the Stipulation and Consent Order for case number COU-2021-16 and to allow the Board chair to sign on behalf of the Board. It was seconded by Mr. Lanzet. Motion carried.

Dr. Zitzman made a motion to approve the Stipulation and Consent Order for case number COU-2021-11 and to allow the Board chair to sign on behalf of the Board. It was seconded by Ms. Bradford. Motion carried.

Dr. Zitzman made a motion to accept the Findings of Fact, Conclusions of Law, and Final Order in case number COU-2023-2 and to authorize the Board chair to sign on behalf of the Board. It was seconded by Mr. Lanzet. Motion carried.

Dr. Zitzman made a motion to accept the Findings of Fact, Conclusions of Law, and Final Order in case number COU-2022-15 and to authorize the Board chair to sign on behalf of the Board. It was seconded by Ms. Bradford. Motion carried.

NEXT MEETING is scheduled for November 18, 2022, at 8:30 AM MST.

ADJOURNMENT

Mr. Baughman adjourned the meeting at 5:13 PM MDT.