



# State of Idaho

## Division of Occupational and Professional Licenses Idaho Licensing Board of Professional Counselors and Marriage and Family Therapists

**BRAD LITTLE**  
Governor  
**RUSSELL BARRON**  
Administrator

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### Minutes of 2/24/2023

<b>Board</b>	Dennis Baughman, LCPC - Chair	<b>Division</b>	Anne Lawler, Bureau Chief
<b>Members</b>	Spencer Zitzman, Ph.D., LMFT	<b>Staff:</b>	Greg Loose, Legal Counsel
<b>Present:</b>	Lea Williams, LCPC		Cesley Metcalfe, Board Support Program Manager
	Theresa Bradford		John Price, Investigations Program Manager
	Tami Kammer, LMFT, LCPC		Emily Rough, Board Support Specialist
	Anna James-Krzemieniecki, LMFT	<b>Others</b>	Tyler Williams, Board Prosecutor
		<b>Present:</b>	

The meeting was called to order at 9:00 AM by Dennis M Baughman, LCPC.

#### Approval of Minutes

A motion was made and seconded to approve the 11/18/2022 minutes. The motion carried unanimously. A motion was made and seconded to approve the 1/27/2023 minutes. The motion carried unanimously.

#### DIVISION BUSINESS

**Legislative Session Overview:** Ms. Lawler presented a legislative update on House Bill 61, House Bill 63, House Bill 73, Senate Bill 1102, Senate Bill 1023, and House Bill 162.

**DOPL Strategic Plan:** Ms. Lawler explained the three main goals of DOPL's strategic plan: lead through transparency and exceptional customer service, public protection through consistent enforcement, and make recognizable and measurable reform through permissionless innovation.

**Confidentiality, Conflict of Interest, and Honorarium Policies:** Mr. Loos reviewed the confidentiality, the conflict of interest, and the honorarium policies with the Board.

**Financial Update:** Ms. Lawler presented the financial report which showed a balance of \$176,869.64 as of January 10, 2023.

**Board Meeting Survey:** The Division will begin providing an anonymous survey to each Board member seeking feedback on how to better serve the Board.

## **BOARD BUSINESS**

**Data from Idaho Behavioral Health Council Work:** The Governor established the Idaho Behavioral Health Council (IBHC) to improve access to Idaho's behavioral health resources and provide better outcomes for those who need services. As the IBHC works through its strategic work plan, it may call on the COU board to provide license data. Our licensing specialist, Jose Mendoza, is prepared to provide any licensure data for this board to the Governor, and he would need only a day or two to generate a report with the requested data.

**CE Clarification to Licensees:** The Board addressed questions that staff has received regarding continuing education (CE) requirements for renewal. The Board agreed that licensees attest to CE completion at the time of renewal. Licensees who have not met the CE requirement will be reviewed for a possible extension if extenuating circumstances exist.

**Conference Attendance Requests:** A motion was made and seconded to allow up to two board members to attend each of the upcoming AMFTRB, NBCC, and CLEAR conferences.

**Compact Update:** Mr. Chad Yates, Idaho Counseling Association, provided a status update on the Idaho Counseling Compact and how the Association will proceed during the next legislative session.

### **Executive Session**

A motion was made and seconded to 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. The vote was: Mr. Baughman, aye; Dr. Zitzman, aye; Ms. Kammer, aye; Ms. James-Krzemieniecki, aye; Ms. Williams, aye; and Ms. Braford, aye. The motion carried unanimously.

A motion was made and seconded to exit executive session. The motion carried unanimously. No decisions were made in executive session.

### **Discipline**

A motion was made and seconded to close case numbers I-COU-2023-11, I-COU-2023-12, and I-COU-2023-14 without action. The motion carried unanimously.

A motion was made and seconded to close case numbers; COU-2022-13, COU-2021-30, COU-2021-29, COU-2021-28, and I-COU-2023-13 with an advisory letter. The motion carried unanimously.

A motion was made and seconded to negotiate a Corrective Action Plan (CAP) for case numbers COU-2021-31, I-COU-2023-19, and I-COU-2023-5 and to authorize the Executive Officer to approve on behalf of the Board. The motion carried unanimously.

A motion was made and seconded to authorize the prosecuting attorney to negotiate a Stipulation for case numbers COU-2022-18, COU-2023-4, I-COU-2022-8, I-COU-2023-16, and I-COU-2023-22 and to authorize the Board chair to sign on behalf of the Board. The motion carried unanimously.

A motion was made and seconded to approve the stipulation and to allow the Board chair to sign on behalf of the Board for case number COU-2021-26. The motion carried unanimously.

### **Applications**

A motion was made and seconded to approve application COUA-9349. The motion carried unanimously. Mr. Baughman was recused.

A motion was made and seconded to approve application COUA-2978 pending receipt of additional information and review by a designated Board member. The motion carried unanimously.

A motion was made and seconded to table application COUA-9321 pending additional information. The motion carried unanimously.

**Zero-Based Regulation:** This discussion was tabled until the next meeting.

### **Adjourn**

There being no further business, the meeting was adjourned at 4:08 PM.

The next meeting is on 03/17/2023.