



State of Idaho

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

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Board Meeting Minutes of 11/17/2023

Board	Dennis M Baughman, LCPC- Chair	Division	John Price, Bureau Chief
Members	Spencer Zitzman, Ph.D., LMFT	Staff:	Greg Loos, General Counsel
Present:	Lea Williams, LCPC		Skip Liddle, Investigative Supervisor
	Anna James Krzemieniecki, LCPC		Elisabeth Kukla, Licensing Supervisor
	Theresa Bradford		Jose Mendoza, Licensing Specialist
	Tami S Kammer, LMFT, LCPC		Christian Runnals, Board Support Specialist
			Sarina Criswell, Board Support Specialist
		Others	Tyler Williams, Board Prosecutor
		Present:	Eric Nelson, Board Prosecutor

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 07/07/2023, 08/18/23, 09/22/23 minutes. The motion carried unanimously.

DIVISION BUSINESS

Announcement: Mr. Price introduced himself as the new Bureau Chief for the Occupational Licenses Bureau and Sarina Criswell as a new Board Support Specialist.

Luma Update: Mr. Price informed the Board that all members were added to the new Luma system as employees, and as such, may receive automated email updates that can be disregarded.

Executive Agency Legislation Update: Mr. Price explained that the Division has put forth executive agency legislation for the 2024 Legislative Session that would change renewals from an annual renewal to a biennial renewal with the expiration date remaining as the licensee's date of birth.

Financial Update: Mr. Price informed the Board that an updated financial report was unavailable due to complications with the new Luma system.

BOARD BUSINESS

Counseling Compact Discussion: Mr. Chad Yates and Ms. Liz Hatter from the Idaho Counseling Association gave updates on the progress of the application for the Counseling Compact.

Conference Updates: Dr. Zitzman gave an update on topics discussed at the 2023 Association of Marital and Family Therapy Regulatory Board Conference.

Conference Attendance Requests: The Board discussed the conferences that its members attend each year. A motion was made and seconded to send two members to each of the relevant 2024 conferences. The motion carried unanimously.

Delegated Authority to Close Unfounded Complaints: A motion was made and seconded to delegate authority to Division staff to close unfounded complaints. The motion carried unanimously.

Delegated Authority to Close Expungement Requests: A motion was made and seconded to delegate authority to Division staff to close expungement requests that fall under Idaho Code § 67-1413(3). The motion carried unanimously.

Licensing Report: Ms. Kukla presented the licensing report.

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 or obtain 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. Bradford, 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 negotiate a Stipulation and Consent Order in case numbers I-COU-2023-44, I-COU-2023-45, I-COU-2023-53 and I-COU-2024-10 and to allow the Board chair to sign on behalf of the Board. The motion carried unanimously.

A motion was made and seconded to file an administrative complaint in case number COU-2021-25. The motion carried unanimously.

A motion was made and seconded to close case numbers I-COU-2024-1 and I-COU-2024-3 without action. The motion carried unanimously.

A motion was made and seconded to close case numbers I-COU-2023-35, I-COU-2023-41, and I-COU-2023-48 with an advisory letter. The motion carried unanimously.

A motion was made and seconded to negotiate a Corrective Action Plan in case numbers I-COU-2023-46&47, and I-COU-2024-5. The motion carried unanimously.

A motion was made and seconded to authorize the Board Chair to sign the Final Order in case number COU-2024-1. The motion carried unanimously.

Applications

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

A motion was made and seconded to table application COUA-9796 pending additional supervisory reports. The motion carried unanimously.

Adjourn

There being no further business, the meeting was adjourned at 1:55 PM.

The next meeting is on 02/16/2024.