

**COUNSELOR, SOCIAL WORKER AND MARRIAGE AND FAMILY
THERAPIST BOARD
COUNSELOR PROFESSIONAL STANDARDS COMMITTEE
MINUTES**

MARCH 18, 2005

Meeting was called to order by: Dr. Susan Norris Huss at 9:00 a.m.

Members present were: Dr. Susan Norris Huss, Dr. Rose Quinones-DelValle, Mr. Jan White and Mr. Joseph Williams

Absent: Dr. Randi Cohen

Staff present: Ms. Rena Elliott, Mr. William Hegarty, Ms. Patricia Miller, Mr. James Rough and Mr. Steve Polovick

Guest present: Mr. Glennon Karr, Atty.

1. DISCUSSION OF AGENDA: Mr. White moved to accept the agenda with modifications, Dr. Quinones-DelValle seconded. Carried.

2. APPROVAL OF JANUARY 21, 2005, MINUTES: Mr. White moved to accept the minutes, Mr. Williams seconded. Carried. Dr. Quinones-DelValle abstained.

3. APPROVAL LIST FOR PC AND PCC APPLICATIONS: Mr. White moved to approve the list of PC applicants with reservations for applicant **Ms. Debra Knight** pending verification from her supervisor Dr. West and for applicant **Ms. Michele Nicopolis-Gallagher** pending discussion with her supervisor, Dr. Quinones-DelValle seconded. Carried. Dr. Quinones-DelValle moved to approve the list of PCC applicants with the addition of **Ms. Madonna Howard and Mr. Larry Stephens**, Mr. White seconded. Carried.

4. APPROVAL OF LIST FOR INTENT TO DENY, PC, PCC:

Dr. Quinones-DelValle moved to deny **Mr. Avery Bolden's** PC request, his degree from Trinity Theological Seminary is not accredited, Mr. White seconded. Carried.

Dr. Quinones-DelValle moved to deny **Ms. Angle Reichert-Hester's** PC request, her art therapy degree from the Art Institute of Chicago is not a counseling degree, Mr. White seconded. Carried.

5. ADMINISTRATIVE ASSISTANT REPORT BY MS. ELLIOTT:

Ms. Elliott reported:

- a.** In January 2005, forty-four candidates took the PCLE exam, thirty-two took the exam for the first time, seventeen passed and fifteen failed. Twelve candidates repeated the exam, five passed and seven failed. In February, forty-seven candidates took the exam, twenty-three passed and twenty four failed. One hundred and twenty-eight exam packets were mailed since the last Board meeting in January.
- b.** Ms. Elliott and Ms. Hosom attended the OACES meeting, many questions were asked concerning the clinical portion of the PCLE exam and requests for how their institution was doing.
- c.** Dr. Huss read a report from Ms. Franklin, Renewal Coordinator, from January 20, 2005 thru March 16, 2005, 1,460 renewals were sent out, 181 audits were processed, 42 extensions granted and 164 post-programs reviewed.
- d.** Ms. Franklin requested the Committee review a post-program request from Ms. Gisela Schuback DeDomenico. Dr. Quinones-DelValle moved to approve Ms. Gisela Schuback DeDomenico's post-program request after she completes a post-program approval application properly, and signs and dates the form, Mr. White seconded. Carried.

6. INVESTIGATIVE REPORT BY MR. HEGARTY:

Mr. Hegarty reported:

- a.** Distributed cases reviewed by Dr. Norris Huss to be closed.
- b.** Dr. Huss reported the Investigative Unit is doing a wonderful job.
- c.** More complex cases are being received.

MOTION: Dr. Norris Huss moved and Mr. White seconded a motion that the Committee go into executive session. Voting Aye: Dr. Norris Huss, Dr. Quinones-DelValle, Mr. White and Mr. Williams. Voting Nay: None. Motion passes unanimously. 9:19 AM

Dr. Huss declared the meeting out of executive session. 9:32 AM

Mr. White moved to approve the consent agreement for **Ms. Darcy Stephens**, Dr. Quinones-DelValle seconded. Voting Aye: Dr. Norris Huss, Dr. Quinones-DelValle, Mr. White and Mr. Williams. Voting Nay: None. Motion passes unanimously.

Dr. Quinones-DelValle moved to approve the notice of opportunity for case 0407133, Mr. White seconded. Voting Aye: Dr. Norris Huss, Dr. Quinones-DelValle, Mr. White and Mr. Williams. Voting Nay: None. Motion passes unanimously. The notice of opportunity is approved for **Ms. Susan Rusinoff**.

Keith Roberts - Dr. Quinones-DelValle reported his denied license was pending impairment evaluation results. Mr. Roberts had a relapse last year, as of January 2005, a review will take place in six months but he may practice as a PC. Discussion on this decision and if the employer should be notified prior to investigation or only if a finding is made took place. Mr. Hegarty stated if a rule change was made, the licensee could be responsible to report to their employer if impaired, but the question of legality is a concern.

7. HEARING OFFICER REPORT: None

8. EXECUTIVE DIRECTOR'S REPORT BY MR. JAMES ROUGH:

Dr. Huss welcomed Mr. Rough to the Board.

Mr. Rough reported:

a. A rough draft strategic plan will be distributed at the full Board meeting, and a request to know where the Board members would like to see the Board in the next few years.

b. Dr. Quinones-DelValle asked about Clear And Visability Unlimited (CAVU) and if the system would flag a lapsed status. Mr. Rough stated the status changes from active to active in renewal when renewal forms are sent out, if the licensee does not renew within two years of their expiration date the status will be changed to lapsed. Active-in-Renewal status allows the licensee to renew via the Internet.

c. Discussion concerning if a licensee doesn't renew, how to find out why. Also discussed which designations to show on CAVU for licenses. The system is a secured site and will be updated twice a day.

d. Discussion concerning Ohio Department of Mental Health and their provider status took place. There is concern that ODMH is approving programs for other entities and charging a fee for the use of their provider number. Mr. Hegarty has a call into Ms. Barone but felt from a legal aspect it appeared to be improper delegation of government authority. Mr. Rough will set up a meeting with ODMH. Dr. Huss felt review of continuing education took a lot of time for Board members and staff. Provider renewals, provider requests and questionable programs at this time go to the Board. OCA historically wanted to take over continuing education for the Board. Dr. Quinones-DelValle stated the Board tried to contract out the approval of continuing education but was told the Board was unable to do this for legal

reasons. Dr. Huss suggested looking into this again at some point. There is concern over providers offering programs that are not of quality content. Mr. Rough felt all programs should be reviewed and will look into charging a fee for this process. Mr. Rough will talk with ODMH and Julie Barone, if a decision is not made then it will go to the Board at the May Board meeting.

e. Dr. Norris Huss discussed numerous test site conditions and that Mr. Shawn O'Brien from NBCC does not want to accommodate the complaints, even though it appears that NBCC is responsible for addressing accommodations and complaints. Mr. Rough suggested if an investigator is in the area of a testing site for them to stop at the site.

A list of employees from the Board that can enter the testing site will be given to NBCC and NBCC will give the list to the testing sites for security purposes. Dr. Quinones-DelValle stated NBCC needs to give more feedback on testing than presently giving.

9. OLD BUSINESS:

a. Dr. Quinones-DelValle moved that the ODMH provider be reviewed for legal issues and a decision be forth coming, Mr. White seconded. Carried. Dr. Huss stated that Mr. Rough would try to resolve the situation. Dr. Quinones-DelValle stated another agency headed by Ms. Penny Wyman, a former Board member, is using their provider number in the same way and that this has been an issue with the social workers.

b. Ms. Lelia Parker, PCC applicant - Ms. Parkers' supervisor did not recommend licensure, Ms. Elliot has tried unsuccessfully to get information from the supervisor. The Committee asked Ms. Elliott to find out who the supervisor's boss is and draft a letter to be reviewed by Mr. Hegarty, suggesting if the supervisor wants to continue supervisor status, the information the Committee is requesting is needed. Mr. White moved to send Ms. Parker's supervisor a strong letter indicating a response to the Committees request is necessary and a copy be sent to her supervisor, Dr. Quinones-DelValle seconded. Carried.

10. NEW BUSINESS:

Remediation Plans

Mr. Michael Brody - The Board sent a letter May 2004 and a remediation plan was just received from Mr. Brody. He is requesting to take Human Growth and Development, Counseling Techniques and Advance Diagnosis classes. Mr. White moved to accept the remediation plan, Dr. Quinones-DelValle seconded. Carried.

Mr. Corry Appline - Mr. Appline failed the PCLE exam three times, he sent a letter in 2005 indicating research, and counseling methods as remediation, and

has a professor to tutor him. Dr. Quinones-DelValle moved that the remediation plan include coursework on research, counseling methods, to send the tutors name and credentials to the Board in addition to the tutoring, Mr. White seconded. Carried.

Mr. Marius Igwe - Mr. Igwe failed the PCLE exam three times, and sent a letter stating his deficiencies are in the clinical portion. He will enroll at University of Dayton Fall semester, and take an independent studies counseling course, which is three hours, appraisal is another. Mr. White moved to approve Mr. Igwe's remediation plan but request he also take the course in appraisal, Dr. Quinones-DelValle seconded. Carried.

Correspondences

Ms. Virginia Hewan - Cincinnati test site complaint. When complaints are received, Ms. Elliott is to call the testing site. Dr. Huss suggested Mr. Rough make the calls when dealing with NBCC and Ms. Elliott make the calls to the testing site. Mr. White moved to approve the requested special accommodations, but she must take the entire exam, Mr. Williams seconded. Carried. The CPSC requested Ms. Elliott to create a history of complaints from the testing sites and to call the Cincinnati testing site.

Ms. Rebecca Jewell - Ms. Jewell sent a letter stating she had not heard of case conceptualization. Mr. White moved a letter be sent, that the course can be done through a University, send a list of Universities and that she must take the entire exam, Dr. Quinones-DelValle seconded. Carried.

Ms. Erin Maisel - Dr. Quinones-DelValle moved a PCC with supervision credentials can supervise, one of the Board Members will send a letter and offer alternatives for supervision and for her to reference the law and rules, Mr. Williams seconded. Carried.

Ms. Dusan Make - Dr. Quinones-DelValle moved to grant PCC status, Mr. White seconded. Carried. Dr. Quinones-DelValle opposed, Dr. Huss abstained.

Ms. Carolyn Migdal - Dr. Quinones-DelValle moved a letter be sent requesting a course on case conceptualization be taken and for one on one time with a supervisor, Mr. White seconded. Carried.

Mr. Lee Morris - Mr. White moved to send a letter requesting documentation of hours and prior to degree hours and post exam hours, Mr. Williams seconded. Carried.

Ms. Stacey Pinkus - Mr. White moved to allow Ms. Pinkus to take the test one more time and suggested she go to a different site and send her a list of site locations, Dr. Quinones-DelValle seconded. Carried.

Ms. Nichol M. Stasko - Dr. Huss moved to deny her request to extend CT status, site the law and inform her she needs to enroll in a one hour internship to maintain her CT status, Mr. White seconded. Carried.

Ms. Norma Jean Vorst - Mr. White moved that December 10, 2004 not be counted as one of her three testing attempts, Mr. Williams seconded. Carried.

Ms. Monica Strzempkowski - Dr. Quinones-DelValle moved to send a letter requesting six hours including case conceptualization/advance supervision and if she wants to take a course on test anxiety or have counseling on anxiety, Mr. Williams seconded. Carried.

Degree Reviews

Sarah Barrett - Dr. Quinones-DelValle moved to send a letter requesting if the degree is in counseling or psychology, faculty information and coursework information, Mr. White seconded. Carried.

Mr. White moved the CPSC have a special meeting on April 7, 2005 with Mr. Shawn O'Brien of NBCC to discuss the licensure exam, Dr. Quinones-DelValle seconded. Carried.

Mr. White moved the Executive Director, Investigative Staff, Counselor Application Coordinator, Customer Service Representative and CPSC Members be permitted to enter the testing sites, Dr. Quinones-DelValle seconded. Carried.

NBCC is inviting Board chairs in August for review of the examination. Mr. White moved Dr. Quinones-DelValle and Mr. Rough attend the meeting, Mr. Williams seconded. Carried. This request will be brought up at the full Board meeting.

Dr. Huss called a ten minute recess. 10:58 AM

The meeting was called back to order. 11:14 AM

General discussion held related to items for future consideration.

Look into co-sponsoring and continuing education requirements, using CAVU to it's fullest, charging for continuing education, and portability.

Umbrella Board Issue - Effect on our Board, Mr. Rough will be involved in how this will play out.

Mr. Rough will talk to Bridget about cost analysis of the move.

The possibility that a system will be developed so that all counseling programs are not up for renewal at the same time.

Mr. Rough is working on the assessment of the staff, policy and procedures manual, orientation manual for Board Members, and a policy and procedures manual for Board Members.

11. ADJOURNED:

Dr. Quinones-DelValle moved, Mr. Williams seconded. Carried.
11:34 AM

Dr. Susan Norris Huss
Chairperson