

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

**MAY 20, 2005**

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

**Members present were:** Dr. Randi Cohen, Dr. Susan Norris Huss, Dr. Rose Quinones-DelValle, and Mr. Jan White.

**Absent:** Mr. Joseph Williams

**Staff present:** Mr. Simeon Frazier, Mr. William Hegarty, Ms. Patricia Miller, Mr. James Rough, Mr. Steve Polovick and Mr. Brian Powrie.

**Guest present:** Mr. Glennon Karr, Atty., Ms. Gail Rule-Hoffman, Program Director, Ursuline College, and Ms. Cecile Brennanan, Ursuline College.

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

**2. APPROVAL OF MARCH 18, 2005, MINUTES:** Dr. Huss stressed the importance of reviewing the minutes. Mr. White moved to accept the minutes, Dr. Quinones-DelValle seconded. Carried.

**3. APPROVAL LIST FOR PC AND PCC APPLICATIONS:** Dr. Cohen moved to accept the PC licensure candidate list with the exceptions of Mr. John E. Davidson, Ms. Shannon R. Froehlich, Ms. Jewell M. Gardner and Ms. Holly C. Smigel as per determination of the final review, Dr. Quinones-DelValle seconded. Carried. Dr. Cohen moved to accept the PCC licensure candidate list with the exceptions of Mr. James R. Bowers, Ms. Sherry E. Cotterman-Fischer, Ms. Dorothy L. Howard, Mr. David P. Perlaki and Ms. Roslyn A. Prigg for clarification of supervision hours, if clarification is received the names can be added to the approval list, Dr. Quinones-DelValle seconded. Carried.

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

Mr. White moved to approve the intent to deny for **Ms. Juliet Stephens**, PCC, for lack of proper documentation, Dr. Quinones-DelValle seconded. Carried.

**5. TESTING UPDATE:**

Dr. Huss reported meeting with Mr. Shawn O'Brien and receiving validation and validity information that substantiates it is a good test and seriously looking at the questions since it is time for the annual NBCC review of the test. (on the tape Susan says she wants the motion in the minutes but no motion was given concerning the testing update)

## **6. ADMINISTRATIVE ASSISTANT REPORT BY MR. FRAZIER:**

Mr. Frazier reported 130 test packets were mailed since the March meeting, 49 individuals tested in May, 34 for the first time, 15 repeaters and 39 passed, 10 failed and 3 were absent. The percentage that passed is 79.6% and 82.4% first-time takers passed.

## **7. INVESTIGATIVE REPORT BY MR. HEGARTY:**

Mr. Hegarty distributed cases recommended for closure by Dr. Huss and Dr. Quinones-DelValle. (See Attached)

**MOTION:** Dr. Norris Huss moved and Mr. White seconded a motion that the Committee go into executive session to discuss investigative issues. Voting Aye: Dr. Cohen, Dr. Norris Huss, Dr. Quinones-DelValle, and Mr. White. Voting Nay: None. Motion passes unanimously. (10:15 am)

Dr. Huss declared the meeting out of executive session. (10:50 am)

Dr. Cohen moved to approve the consent agreement for **Ms. Kristin M. Klink**, Mr. White seconded. Carried.

## **Goldman Hearings**

Mr. White moved to deny **Ms. Angie Reichert's** request for licensure since her degree is not in counseling, Dr. Cohen seconded. Carried. Ms. Reichert did not request a hearing.

Dr. Quinones-DelValle moved to revoke **Ms. Susan Rusinoff's** license for consistent and grievous complaints that were investigated, Dr. Cohen seconded. Carried.

## **8. URSULINE COLLEGE**

Ms. Gail Rule-Hoffman and Ms. Cecile Brennanan from Ursuline College's Therapy Counseling Program requested guidelines to achieve 5 year approval status so reports are not needed every 2 years. The school has been approved since 2002. Dr. Norris Huss stated that their letter was received May 5, so the Committee has not had time to review the letter, but by law, courses must be specific to generic counseling not a specialized area. Mr. Rough asked if another school could be used as a reference and Dr. Quinones-DelValle stated the CACREP model can be followed. Discussion took place. The CPSC requested Ursuline College put in writing their request for required face to face supervision

to be done by e-mail or webcam, so the law can be reviewed. Ursuline has a student who will be in Africa for a school sponsored course during which time her supervisor will still be in the USA.

**9. HEARING OFFICER REPORT:** None

**10. EXECUTIVE DIRECTOR'S REPORT BY MR. JAMES ROUGH:**

Mr. Rough reported the NBCC exam statistics distributed by Mr. Frazier are from the start of the NBCC exam, 7 out of 12 passed from Ursuline. The report gives a University pass rate, gender, race, etc.

Mr. Rough will discuss the strategic plan during the full Board Meeting this afternoon.

Mr. Rough reported the SWPSC looked at the policies and procedures and had one issue they will discuss this afternoon at the meeting.

**11. RENEWAL ISSUES:**

Mr. White reported:

**Ms. Barbara DeLeone, PCC** – Ms. DeLeone completed 9.75 hours by attending workshops and is requesting the additional hours be taken through homestudy. Dr. Cohen moved to deny Ms. DeLeone's request till further clarification of her medical condition, Dr. Quinones-DelValle seconded. Carried.

**Mr. Joshua J. Hartzler, PC** – Mr. Hartzler is requesting post approval for teaching 10 hours. Mr. White moved to deny his request based on failure to provide program content, attendance or outline as required, and to include if his renewal is in November he needs to get the information submitted quickly, Dr. Cohen seconded. Carried.

**Ms. Beverly Lanitsky** – Ms. Lanitsky requested all 30 hours thru post requests, provided program description and certificate of completion. Mr. White moved to deny her request since the program was taken in-state and she is not on her first renewal, Dr. Quinones-DelValle seconded. Carried.

Dr. Huss reported Ms. Franklin submitted a report covering March 21 thru May 18 of the following activity:

|   |       |
|---|-------|
| Renewal Applications processed            | 2,215 |
| Renewal Applications via Bank One Deposit | 2,043 |
| Renewal Applications via office deposit   | 172   |
| Funds Transfer                            | 14    |
| Audits Processed (mailed)                 | 210   |
| Audits (reviewed)                         | 178   |

|  |       |
|--|-------|
| Extension Requests processed   | 29    |
| Post Program Approvals   | 275   |
| Renewal Mailings completed in April for renewals due July and August of 2005. Total renewal packets mailed | 2,903 |

Dr. Huss welcomed Mr. Glennon Karr, Atty.

## **12. OLD BUSINESS:**

**Ashland Theological Seminary** – Requesting the Board consider new courses in the clinical section from Mr. Mike Reuschling, Professor of Pastoral Counseling and asking how it would fit in the counseling categories. Dr. Cohen moved to acknowledge receipt of this request and include concerns to address where the courses fit in the counseling curriculum, the courses do not meet the requirements for basic counseling curriculum, Dr. Quinones-DelValle seconded. Carried.

**Mr. Gary Brown** – Received additional information requested. Mr. White moved to add Mr. Brown to the PCC list, Dr. Cohen seconded. Carried.

**Ms. Ramona Maley** – Mr. White moved to approve Ms. Maley as a PC, she has met the requirements, Dr. Cohen seconded. Carried.

**Mr. Lee Morris** – Dr. Cohen moved to approve Mr. Morris for a PCC based on the documentation received, Dr. Quinones-DelValle seconded. Carried.

**Ms. Leila Parker** – Hold till further clarification of discrepancy in supervisor recommendations.

**Ms. Erin Maisel** – Dr. Cohen called Ms. Maisel who worked in a hospital and was having difficulty finding supervision, unable to take paperwork out of the hospital unless all names are changed, Dr. Cohen will talk to her supervisor.

## **13. NEW BUSINESS:**

### **Remediation Plans**

**Ms. Elsie Fowler** – Ms. Fowler declined to give a remediation plan, and apologized to the Board. Dr. Quinones-DelValle moved to send a letter requesting courses Appraisal and Counseling Methods/Techniques, Professional Orientation and Ethics be completed, Dr. Cohen seconded. Carried.

**Mr. Adrian Guglielmi** – Dr. Quinones-DelValle moved to approve Mr. Guglielmi to take the PCLE review workshop in addition to social cultural foundations, methods and techniques and research, Dr. Cohen seconded. Carried.

### **Correspondences**

**Ms. Denise Feters** – Received letter showing attempts to find a supervisor. Mr. White moved to deny her request and send a list of supervisors in her area and surrounding counties, Dr. Quinones-DelValle seconded. Carried.

**Ms. Sarah Gill-Williams** – Dr. Cohen will call for clarification and discuss at July meeting.

**Ms. Sally Glasser-Scott** – Dr. Quinones-DelValle moved to send a letter clarifying that the law states individuals cannot use the same course for two areas, Dr. Cohen seconded. Carried.

**Ms. Julie Herron** – Mr. White moved to deny Ms. Herron request to use her prior experience, Dr. Quinones-DelValle seconded. Carried.

**Ms. Kate Jiggins** – Dr. Cohen moved to deny Ms. Jiggins request to use pre-PC hours, Dr. Quinones-DelValle seconded. Carried. Questioning how 120 hours accumulated part-time are obtained in less than 8 days.

**Ms. Tamie Kelsey-West** – Mr. White moved to deny Ms. West's request and refer her to the law for more clarification on courses, Dr. Huss seconded. Carried.

**Ms. Adele Kempe** – Dr. Cohen moved to accept supervision hours, Dr. Quinones-DelValle seconded. Carried.

**Ms. Jill Lillard** – Dr. Cohen moved to deny Ms. Lillard's request for endorsement for a year so she can be a psychologist, but does not meet criteria of our law, Dr. Quinones-DelValle seconded. Carried.

**Ms. Jill Maloney** – Received a request to have supervision with an LISW. Dr. Cohen moved to deny her request and send an expanded list of supervisors in her area and surrounding counties, Dr. Quinones-DelValle seconded. Carried.

**Ms. Ann McClain** – Received a letter with concerns of the PCC/LISW discipline differences, PCC test being more difficult and requesting credit for 1 section of LISW towards her PCC. Dr. Cohen moved to send a letter stating discipline, tests, and laws around test taking, IPGA can prepare you clinically in Ohio, but the test cannot be separated, Dr. Quinones-DelValle seconded. Carried.

**Ms. Kathleen Muir** – Requested 300 internship hours from Catholic Social Services in Phoenix, AZ, be accepted, provided no documentation and the supervisor was a social worker which is acceptable in AZ. Dr. Cohen moved to deny her 300 hours and request for a social worker to be her supervisor, Dr. Quinones-DelValle seconded. Carried.

**Mr. Mulk Raj** – Mr. White moved to direct Mr. Rough, Executive Director draft a letter responding to Mr. Raj, Dr. Quinones-DelValle seconded. Carried.

**Ms. Marcia Slusarczyk** – Requested to use an LISW as her supervisor. Dr. Cohen moved to deny her request, the law states the supervisor must be a PCC, send expanded list of supervisors in Cleveland area, Dr. Quinones-DelValle seconded. Carried.

#### **14. Strategic Plan**

Reviewed items listed in previous minutes to be sure they are included in the strategic plan. Also add Post-program approval and continuing education.

Dr. Cohen added to flag as to whether individuals are practicing on a lapsed license. Mr. Polovick stated that ways to know if an individual is practicing on a lapsed license is through Mr. Powrie, Receptionist, Ms. Franklin, Renewal Coordinator, and Investigators. Dr. Huss referred to ORC 4757.32. Discussion took place concerning the licensure renewal process and the new computer system.

Discussed a rotating system for reviewing counseling course programs so not reviewing all of them at the same time. A plan to write new guidelines for educational programs to understand.

Dr. Cohen questioned treatment for impaired practitioners and to review the application.

No changes to policy and procedures.

Dr. Huss thanked everyone for a lengthy but good meeting. Also, Ursuline College's specific requests will be on July's meeting agenda.

#### **Degree Reviews - None**

#### **15. ADJOURNED**

Dr. Quinones-DelValle moved, Mr. White seconded. Carried.  
11:45 am.

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Dr. Susan Norris Huss  
Chairperson