

These are corrected minutes following the 9/19/2009 meeting. The originally approved minutes had a transcription error on page 8, which incorrectly reported actions on Janet Richards & Jean Ann Johnson.



Counselor, Social Worker & Marriage and Family Therapist Board

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State of Ohio Counselor Professional Committee Meeting May 15, 2008

Members Present were: Mr. Jan White, Ms. Francine Packard, and Dr. Susan Huss

Staff Present were: Mr. Jim Rough, Mrs. Rena Elliott, and Mr. Simeon Frazier.

Guest Present: None

Mr. White called the meeting to order at 10:49 a.m.

Approval of Agenda

White added "Endorsement" to the 5/15/08 agenda and "Committee Reports" and the "Executive Director's Report" to the 5/16/08 agenda.

Huss added "Juris Prudence Exam," and the subcategory of the "Email issue" in the Executive Director's Report. She also reminded the committee that Assistant Attorney General P.R. Casey requested that they (committee) redact the names from correspondence to the board. White confirmed that this was merely a suggestion, but it hadn't yet been voted upon.

Huss moved to accept the 5/15/06 agenda as amended. Packard seconded. There was no discussion as the motion passed, unanimously.

Reviewed PC and PCC Licensure Applications

White did this on 5/14/08.

Huss shared endorsements may be added, if approved.

Continuing Education

Huss reviewed the correspondence earlier in the day.

Program Reviews

Huss shared that, after a meeting with Jim Rough, Ashland Theological Seminary is in total agreement that they would revise their syllabi and resubmit by the July board meeting.

It was announced that Bill Hegarty will give his report at 2 p.m.

Packard shared that she accepted a position in charge of a CEU provider. She shared that it is a part of her job, but she does not receive any financial compensation. She confirmed with the committee that she is not in conflict of interest with her board responsibilities.

Personnel Committee

White shared that in July, a new chair must be elected. It was confirmed that the committee chair is automatically a member of the Executive Committee. He shared that Ken questioned whether or not the Executive and Personnel committees were redundant.

He reported that they discussed some of Rough's medical concerns.

He also shared that there may be a designee assigned to the personnel committee.

Elliott entered at 11:10 a.m.

Endorsement

Elliott shared concerns regarding endorsements, stating that applicants apply for the PCC, having only taken the NCE. The rule may not specifically state that for out-of-state applicants, and this may cause a problem. Additionally, the number of years an applicant must be practicing hasn't been established in the rule.

Rough entered at 11:16 a.m.

Huss identified the more specific the committee gets, the more locked in they get. She went on to suggest the committee state criteria that the committee considered for each decision, but doesn't guarantee for licensure.

White considered how that affects consistency.

Rough suggested completing a spreadsheet/checklist to show each applicant, how a decision was made, to assist with informed historical decisions over various incarnations of the board. He also suggested that all exam applicants also apply for licensure. The file would then be reviewed in totality, as all files would be complete before they were submitted to the committee. He also recommended offering a consent agreement for out-of-state applicants that want to become a PCC, but don't qualify. The

consent agreement will be awarding a PC with the requirement of completing required coursework before getting a PCC. The PC application could then be online. Elliott confirmed that endorsement applications are increasing in number.

Regarding PCC supervision, it was determined that before some circumstances (i.e. being grandparented as a PC, hours accumulated under a non-supervising counselor, had paperwork verified prior to 1998, etc.).

The committee confirmed that a PC-CR that is in private practice may not bill for services under their own name, nor the name of their agency per paragraph (C)(3) of rule 4757-13-01, since an agency is a corporation, and a corporation isn't a "person" under the law; also, this is only valid, if the applicant is under training supervision. They must bill under their supervisor. The committee discussed whether or not it was legal/ethical to bill under a supervisor when the applicant is in private practice. They agreed it was.

Program Review

Rough will bring Xavier University's review, and that it is shorter than most. It is CACREP accredited. He also shared that Ashland Theological Seminary is taking the review very seriously, and they are in the process of making necessary changes.

The committee took a break for lunch at 11:48am

They reconvened at 12:45

The committee reviewed endorsement requests

Rough entered at 2:06pm

Hegarty Entered at 2:08pm

Investigation Report

Hegarty passed out a list of cases to be closed. They were reviewed by Huss and Kress. Huss moved to close the cases listed, as presented. Packard seconded. There was no discussion, and the motion passed unanimously.

Hegarty requested that the committee go into executive session.

The committee took a roll call, with each member answering "Yes," and entered executive session at 2:09 p.m. They returned from Executive session at 2:14 p.m.

Huss moved to accept **David Rudd's** Consent agreement. Packard seconded. There was no discussion, and the motion passed unanimously.

Packard moved to accept the consent agreement for **Elena DiFranco**. Huss seconded. There was no discussion, and the motion passed unanimously.

Regarding Case 2007-107, Huss moved to issue a notice of opportunity for a hearing. Packard seconded. There was no discussion, and the motion passed unanimously. Hegarty disclosed that the case number is attached to Jessica Evans.

Regarding Case 2007-211, Packard moved to request a substance abuse and mental health evaluation. Huss seconded. There was no discussion, and the motion passed unanimously.

Hegarty shared that there will be a licensure denial hearing Thursday morning, July 17, 2008.

The committee continued to work on endorsement requests.

The meeting adjourned at 5:00pm.

**State of Ohio
Counselor Professional Committee Meeting
May 16, 2008**

Members Present: Dr. Victoria Kress, Mr. Jan White, Ms. Francine Packard, Dr. Susan Huss

Staff Present: Mr. Jim Rough, Ms. Tracey Hosom, Mrs. Rena Elliott, Mr. Simeon Frazier

Guests Present: None

Mr. White called the meeting to order at 9:33 a.m.

Approval of Agenda

White added "Executive Committee Report" under New Business.

Kress added "Electronic Service Delivery update" to New Business.

Packard moved to accept the agenda as amended. Kress seconded. There was no discussion, and the motion passed unanimously.

Approval of Minutes

The following amendments were made to the unofficial March minutes:

In the section discussing the Governor's Common Sense survey, a typo was corrected to read "Rough reviewed the means to solicit customer feedback regarding the board's performance." Additionally, there was no reason reflected for rejecting Leanne Cavanaugh's hardship request, which should have read: "The committee denied her request to be supervised by a psychologist for her summer internship as she did not demonstrate that a PCC-S was not available."

Approval for the Application for Licensure for PC

Kress moved to approve the PC licensure list. Packard seconded. There was no discussion as the motion passed unanimously.

Approval for the Application for Licensure for PCC

Kress moved to approve the PCC licensure list. Packard seconded. There was no discussion as the motion passed unanimously.

Rough entered at 9:41 a.m.

Executive Director Report

Rough reported that the executive committee met. One of the items discussed was getting a state email address for board members. He discussed a process making it easier to manage their emails, as one option for those that wish to participate. He discussed, briefly, what constitutes a public record, with respect to emails.

He reported that the criminal records check had begun. It's relatively smooth, but there are some wrinkles. The turnaround time is relatively quick, with some exceptions.

Roll prints (ink) will take longer, also, if there is a Homeland Security hold, or if something similar occurs.

HB 427 passed the committee, but hasn't yet had a floor vote. It's proving to be challenging.

An Auditor will begin the bi-annual audit on Monday, 5/19/08.

He shared that he is working on the social work civil service exemption.

With regard to the juris prudence exam, progress is being made. There is beta testing going on, as Kress will have her students take the exam during orientation. There was a request from the AASCB for a letter of support for a bill that is being represented in California. Rough wasn't sure if it was appropriate to write a letter of support in the interest of professionalism. The committee suggested a professional organization write a letter, but it's not in the board's charge to do so.

Counselor Application Coordinator's Report

Elliott reported that Frazier processed 385 Counselor Trainee and Clinical Resident supervision agreements. Since the last meeting, 159 exam packets were mailed. 2 candidates failed the exam 3 times. At the next meeting, she'll have statistics for candidates that failed twice.

In April 2008 there were 48 NCE candidates; 43 passed and 5 failed. There were 6 NCMHCE candidates. 4 passed, 2 failed. The first time test taker information will be provided later.

Old Business

Endorsement

The committee agreed with Packard that the list that Rena provides is helpful. They stated that they will take items into consideration, i.e. how long the applicant practiced. The list will be in the rules to promote consistency.

New Business

White reminded the committee that a new chairperson must be elected. It will be an agenda item at the next meeting.

Electronic Service Delivery

Kress reported that the rules will be clearer than the drafts show, currently.

With regards to the face-to-face component of counseling to verify the identity of the client, she offered concerns that the requirement may lead client to turn to out of state providers, that can't be regulated by the board. She stated that they would agree to leave it in and get the feedback from different organizations.

White asked "What if it's not possible to have a face-to-face encounter due to limitations?"

Huss offered that webcams are acceptable.

Packard shared that she is fearful of no human contact, at all. When phone sessions occur, today, the client and licensee already know to whom they are speaking.

The committee agreed that voice/video face-to-face interaction should be a requirement [audio/phone; face to face (office/computer)].

They continued to discuss that it is limiting, but the idea of no human contact is scarier.

Packard stated that above all, there should always be some attempt by the licensee to be appropriate.

Executive Committee Session Report

Regarding the retreat, White requested that the committee discuss having an extra day, annually, to discuss items informally (outside of the agenda of the full board meeting). They'd like committee feedback regarding how to do this.

Packard requested a Saturday after the board meeting.

Kress and Huss offered that they are flexible, although Kress voiced concern regarding productivity at the board member's jobs; fearing that it would be difficult fitting 5 days of work into 2 if a weekday is selected for the retreat.

White also asked what types of issues would the board wish to discuss?

Huss recommended that planned interaction be scheduled for Friday evening/afternoon and Saturday morning. It would be finished by noon, or so. . She also shared that it is essential for participation for it to work.

Packard suggested that including meals is a good way to promote informality and participation.

Huss shared that she hasn't been able to think of a lot of common issues among the committees.

White shared that July is when they'd like to have this take place, if possible.

CEUs and board member training was agreed to be a relevant topic.

University Program Approvals

Xavier

Kress moved to approve Xavier University's program. Packard seconded. There was no discussion as the motion passed unanimously.

CEU Committee

Packard reported that the bulk of the conversations were surrounding making certain CEUs are germane to what is clinically appropriate for licensure requirements, particularly, if they are asking for a provider number.

Huss identified that the scope of training between professions are different, therefore the scope of what is appropriate for CEUs would be different.

Hegarty entered at 10:38 a.m.

Correspondence

AB 1486

Huss moved to not write a letter of support for AB 1486 in California. Kress seconded. There was no discussion and the motion passed unanimously.

Clancy Yeager

Huss suggested that Rough should send Yeager a letter regarding the committee's continued concern.

Jean Ann Johnson

Huss moved to inform Johnson, via letter, that a blanket response may not be given, as it would need to be reviewed on a case by case basis.

Kress seconded. During the discussion, it was noted that it appeared that she was requesting reciprocity. The motion passed, unanimously.

Janet Richards

Kress outlined that there are settings where hardship requests make more sense than others.

Hegarty provided historical perspective, as before, rural communities didn't have many /any supervisors. Kress shared that, during a conversation, she yielded that if the provision is there, why can't it ever be used? She continued that, like the lack of providers in the MRDD community in Mahoning County, she restated that the committee may want to consider that unique circumstance may still exist, when considering whether or not to grant the request.

Hegarty reminded the committee that consensus isn't required in the vote.

Huss offered that the communities may also consider hiring a PCC-S on staff to provide supervision.

Packard offered that, often times, the agencies create their own obstacles.

Huss moved to deny the hardship request and explain that there are other ways to obtain supervision. Packard seconded.

Huss offered that 3000 training supervision hours should be based on overall clinical counseling, not only a specific area (i.e. chemical dependency and MRDD); she went on to recommend, perhaps, making it an agenda item for the July meeting.

The motion passed unanimously.

Margaret Sullivan

The applicant wants to be a PCC, after being denied, earlier.

Packard acknowledged that the board makes it easier to get CEUs and she let the license lapse.

Kress moved to deny the request for the supervision to be used towards the PCC.

Huss seconded. There was no discussion as the motion passed unanimously.

Donna Thomas

Kress moved to deny the hardship request, and the board's response to her should include options for supervision.

Packard seconded. There was no discussion as the motion passed unanimously.

The meeting adjourned at 11:13 a.m.

Dr. Victoria Kress, Chairperson