

**MINUTES**

**UTAH  
Professional Counselor Licensing Board  
MEETING**

**May 19, 2009**

**Room 474 – 9:00 A.M.  
Heber Wells Building  
Salt Lake City, UT 84111**

**CONVENED:** 9:02 A.M.

**ADJOURNED:** 11:36 A.M.

**Bureau Manager:  
Board Secretary:**

Rich Oborn  
Lee Avery

**Board Members Present:**

Russell C. Gaede, Psy.D. Chairperson  
Dean Workman  
Gloria Miley  
Jason H. King

**Members Excused:**

Rodger Bischoff

**DOPL Staff Present:**

Connie Call, Compliance Specialist  
Kent Barnes, Compliance Manager

**Guests:**

Patricia Miller  
George Blackburn  
Zoë Roberts  
Lane Porter  
Kautai Olevao  
Tamera Pederson  
Martha Heath  
Mandy Nielsen  
Lindsay Drury  
Christine Keyser  
T. Wall  
Deanna Nichols  
Jayne Patience  
Jennifer Zeusemer  
Heather Baxter

**TOPICS FOR DISCUSSION**

**DECISIONS AND RECOMMENDATIONS**

**ADMINISTRATIVE BUSINESS:**

Mr. Oborn advised the Board that Mr. F. David

Stanley has retired from the Division. Effective June 10, 2009 Mr. Mark B. Steinagel will be the new Director of DOPL.

**MINUTES:**

The Board reviewed the minutes of the March 17, 2009 Board meeting. Mr. Workman motioned to accept the minutes, seconded by Mr. King. The motion carried unanimously.

**COMPLIANCE REPORT**

Connie Call, Compliance Specialist

#1. Richard Schuurman is in compliance with his stipulation. He submitted his supervisor report and therapy report. Jeremy Chiles, his therapist, noted that Mr. Schuurman has made the necessary progress in his treatment to justify termination of his therapy. Mr. Schuurman needs to submit a copy of the certificate of completion of the continuing education course he completed.

#2. Teresa Lloyd is in compliance with her stipulation. She submitted both her supervisor and employee reports.

#3. Glenn Dutton is in compliance with his stipulation. The Division received his employer evaluation. Mr. Dutton submitted a letter requesting the Board consider early termination of his probation. Mr. Ted Harris, Mr. Dutton's employer submitted a letter supporting Mr. Dutton's request.

**Discussion:**

Mr. Dutton's probation is for three (3) years. To date, he has completed 20 months. Mr. Workman reviewed the letters from Mr. Dutton and his employer requesting early termination of Mr. Dutton's probation.

#4. Lyle Cottle is in compliance with his stipulation. He is not required to submit any documents at this time. He submitted his essay that is not due until March 12, 2010. He submitted a certificate showing he completed six (6) hours of continuing education for a course titled "Record Keeping in Psycho Therapy: Ethics, Legal and Clinical Issues." Mr. Cottle completed this course on May 14, 2009.

**Discussion:**

The Board reviewed the essay submitted by Mr. Cottle. The Board expressed the following concerns.

1. He fails to mention specifically what he learned in the class.
2. He needs to reference the ACA code of ethics, not the APA code of ethics; and
3. There are many third person references.

The Board noted that the NBCC and APA approve the continuing education (CE's) courses Mr. Cottle completed. He has completed the continuing education requirement in his stipulation.

**APPOINTMENTS:**

Richard Schuurman, Probation Interview

Mr. Schuurman met with the Board for his probation interview. Mr. Workman conducted the interview. Mr. Schuurman stated he will fax the certificate he received showing he completed a continuing education course. He has another interview with Davis Behavioral Health and should know by the end of this week if they will hire him. Mr. Schuurman stated that they have read his stipulation and he will provide them with a copy if/once he is hired. The Board advised Mr. Schuurman that once he gains employment, he would need to submit an employer report. He may obtain this form from the Division website. The Board reviewed the letter from Mr. Schuurman requesting his therapy be terminated and the letter from Dr. Chiles recommending Mr. Schuurman's clinical therapy be terminated as successfully completed. After a brief discussion, Mr. Workman motioned to accept Dr. Chiles' recommendation, seconded by Mr. King. The motion carried unanimously. The Board asked to see Mr. Schuurman on July 28, 2009. **Mr. Schuurman is in compliance with his stipulation.**

Teresa Lloyd, Probation Interview

The Board contacted Ms. Lloyd telephonically for her probation interview. Mr. King conducted the interview. Ms. Lloyd stated that she continues to work at Red Rock. She monitors her supervisor doing the intake interviews. She tells him what she thinks her diagnosis is and they discuss it. She states they constantly review the scope of practice and the code of ethics for a LSAC. Ms. Lloyd stated that things are going well. The Board noted that her evaluations from her supervisor are excellent. The Board asked to meet

with Ms. Lloyd on July 28, 2009. Ms. Lloyd stated that she would drive to Salt Lake to meet with the Board in July. **Ms. Lloyd is in compliance with her probation.**

#### Glenn Dutton, Probation Interview

Mr. Dutton met with the Board for his probation interview. Mr. Workman conducted the interview. Mr. Dutton advised the Board that this experience has been very helpful to him. He mixed two careers and got into trouble. He did not take ethics seriously. Mr. Dutton stated he is working for the Center for Family Evaluation and Treatment. He works with three (3) other interns. The Board reviewed Mr. Dutton's letter requesting early termination of his probation and Mr. Harris' letter recommending early termination of his probation. The Board noted that Mr. Dutton has regularly complied with his stipulation. **Mr. Workman motioned to terminate Mr. Dutton's probation. Ms. Miley seconded the motion. The motion carried unanimously.**

#### Lyle Cottle, Probation Interview

Mr. Cottle met with the Board for his probation interview. Dr. Gaede conducted the interview. Mr. Cottle advised the Board that things are going well. The Board reviewed Mr. Cottle's essay. Mr. Cottle stated that he learned he has a moral responsibility to his community with his actions, words, and signatures. Mr. Cottle stated that the continuing education course he completed in record keeping covered the different types of records that should be maintained in a professional practice, noting that there are fifty-eight (58) different forms. The course emphasizes if it is not written down it does not exist. The Board expressed some concerns with Mr. Cottle's essay and encouraged him to write another essay. The Board made the following suggestions.

1. The Board stated that professionals are held to the ethics code in the profession in which they are practicing. He needs to refer to the ACA code of ethics. The Board made the following suggestions:
2. He can make the essay longer than three (3) pages;
3. The Board is looking for more detail. He can use the first essay as a template.
4. Read the scope of practice for professional counselor and review the ACA Code of Ethics;
5. Indicate how he will hold himself to ACA Code of

Ethics; and

6. Indicate what he learned and how he is going to use it.

The Board advised Mr. Cottle that he blurred his identity between a professional counselor and psychologist. He is licensed as a professional counselor and should be working under the scope of practice and code of ethics of a professional counselor. The Board asked to see Mr. Cottle on July 28, 2009.

**Mr. Cottle is in compliance with his stipulation.**

**DISCUSSION ITEMS:**

Amendment to Minutes Dated May 20, 2008

**Taken out of order on the agenda:**

Dr. Gaede reviewed the minutes dated May 20, 2008 and the proposed changes to these minutes. Mr. Workman motioned to accept the proposed changes, seconded by Ms. Miley. The motion carried unanimously.

Upcoming Board Membership Changes

**Taken out of order on the agenda:**

Mr. Oborn advised the Board that this is Dr. Gaede's last meeting with the Board. He has completed two (2) terms on the Board. The Board and Division thanked Dr. Gaede for his commitment to this profession and volunteering to assist the Division.

Rule Change Update

**Taken out of order on the agenda:**

Mr. Oborn reviewed the current proposed rule changes with the Board. Mr. Oborn stated that there have been some minor administrative changes since the Board reviewed the proposal, noting that one change is clarifying clinical readings or internet based courses for continuing education. The Board discussed concerns and made some recommendations. Mr. Oborn noted the changes. Mr. Workman motioned to recommend amending the rules as discussed for public review, seconded by Ms. Miley. The motion carried unanimously. Mr. Oborn stated that this is the final draft and will be posted on the Division's website for public comment.

**Not on the Agenda:**

The Board discussed changing the supervision form in the application to require the supervisor to state that the student has engaged in mental health therapy for the entire internship as defined in statute.

Application Review  
Samuel K. Reading

The Board reviewed the application, transcripts, and course descriptions submitted by Mr. Reading. The Board noted that Mr. Reading is deficient in the following areas:

1. One semester hour in research and evaluation;
2. Two semester hours in advanced courses in assessment of mental status; and
3. Six (6) semester hours in internship which must indicate at least 900 clock hours and 360 hours of mental health therapy.

Mr. King motioned to deny Mr. Reading's application for an intern and an extern license based on the above deficiencies, seconded by Miley. The motion carried unanimously.

**BOARD MEETINGS:**

2009 Board Meetings tentatively scheduled:  
July 28, September 15, November 17

**2010 Board Meetings Tentatively Scheduled:**  
January 26, March 16, May 18, July 20, September 21,  
November 16.

Motion to adjourn at 11:36 A.M.

*Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.*

July 28, 2009  
Date Approved

(ss) Jason H. King  
Chairperson, Utah Professional Counselor Licensing  
Board

June 2, 2009  
Date Approved

(ss) Richard Oborn  
Richard Oborn, Bureau Manager, Division of  
Occupational & Professional Licensing