

MINUTES

**UTAH
VOCATIONAL REHABILITATION COUNSELOR
MEETING**

December 1, 2009

**Room 474 – 4th Floor – 8:00 A.M.
Heber Wells Building
Salt Lake City, UT 84111**

CONVENED: 9:02 A.M.

ADJOURNED: 10:40 A.M.

Bureau Manager:

Richard J. Oborn

Board Secretary:

Lee Avery

Board Members Present:

Russell Thelin

Julie Smart

Joel Jolley

Kimberly Nortz

Douglas Roberts

DOPL Staff Present:

Mark B. Steinagel, Division Director

TOPICS FOR DISCUSSION

DECISIONS AND RECOMMENDATIONS

ADMINISTRATIVE BUSINESS:

INTRODUCTIONS:

Mr. Steinagel introduced himself to the Board. Mr. Steinagel thanked the Board for their volunteer service to their profession and the Division. Mr. Steinagel stated that the Boards are advisory to the Division and that their input has been very helpful to the state. Mr. Steinagel encouraged the Board members to contact him with any questions. Mr. Steinagel reviewed the Divisions policy. The Board introduced themselves.

Swear in Mr. Russell Thelin as a new Board member

Mr. Thelin was sworn in as a Board member.

Swear in Ms. Julie Smart as a new Board member

Dr. Smart was sworn in as a Board member.

Swear in Mr. Joel Jolley as a new Board member

Mr. Jolley was sworn in as a Board member.

Swear in Ms. Kimberly Nortz as a new Board member

Ms. Nortz was sworn in as a Board member.

Swear in Mr. Douglas Roberts as a new Board member

Mr. Roberts was sworn in as a Board member.

Appoint a Chairperson

Mr. Oborn reviewed the duties and responsibilities of the chairperson. Mr. Oborn noted that the Boards follow Roberts Rules of order and that a majority must be present to vote. Ms. Nortz motioned to nominate Mr. Thelin as the Board Chairperson, seconded by Mr. Roberts. The motion carried unanimously.

DISCUSSION ITEMS:

Establish dates for future Board meetings

Mr. Oborn stated that most Boards meet quarterly. Some will meet more often because of licenses on probation and/or issues or concerns within the industry. After a brief discussion, the Board established the following dates for future Board 2010 meetings, March 10, June 9, September 8, and December 8. Mr. Oborn advised the Board that a draft copy of minutes are posted on the DOPL website before formal approval. The DOPL website will be updated once the Board has approved the minutes.

Code of Conduct for DOPL Investigations, Audits, and Examinations

Mr. Oborn reviewed the Code of Conduct for DOPL Investigations, Audits, and Examinations with the Board. Mr. Oborn encouraged the Board to contact him with any questions.

Consideration of potential changes to statute and administration

Mr. Oborn reviewed the updates to the Code of Ethics by the Commission on Rehabilitation Counselor Certification (CRCC). Mr. Oborn noted that this was the standard that was used for writing the Vocational Rehabilitation Counselors Licensing Act Rule. Mr. Oborn advised the Board that there are changes in the CRCC Code of Ethics to become effective January 1, 2010. Mr. Oborn reviewed these changes with the Board. After a detailed discussion, Mr. Thelin motioned to recommend to the Division to replace the 2002 version of the CRCC Code of Ethics with the 2010 version, seconded by Mr. Jolley. The motion carried.

The Board discussed the license renewal cycle. Mr. Oborn noted that the first license renewal cycle for this license would be March 2011. Mr. Oborn stated he would update the DOPL website with this information.

Not on the agenda:

The Board requested clarification regarding general supervision. The concern is regarding supervisors

who are not CRC certified. The Board reviewed the definition of general supervision listed under the General Rules of the Division of Occupational and Professional Licensing, R156-1 and the Vocational Rehabilitation Counselors Licensing Act Rule, R156-78. The Board noted that CRCC might change their educational requirements in 2011. Mr. Oborn stated that this might need to be clarified in the Vocational Rehabilitation Counselor Licensing Act Rule.

Open and Public Meetings Act Training

Mr. Oborn reviewed the Open and Public Meetings Act training handout with the Board. Mr. Oborn encouraged the Board members to contact him with questions.

NEXT SCHEDULED MEETING:

March 10, 2010

2010 Board meetings have been scheduled:

June 9

September 8

December 8

ADJOURN:

Motion to adjourn at 10:40 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.

March 10, 2010

Date Approved

(ss) Russell Thelin

Chairperson, Utah Vocational Rehabilitation
Counselor Board

March 10, 2010

Date Approved

(ss) Richard J. Oborn

Bureau Manager, Division of Occupational &
Professional Licensing