

MINUTES

**UTAH
SUBSTANCE ABUSE COUNSELOR
LICENSING BOARD MEETING**

April 21, 2010

**Room 474 – 4th Floor – 9:00 A.M.
Heber Wells Building
Salt Lake City, UT 84111**

CONVENED: 9:10 A.M.

ADJOURNED: 4:58 P.M.

Bureau Manager:

Richard J. Oborn

Board Secretary:

Lee Avery

Board Members Present:

Shawn M. McMillen, Chairperson

Kelly J. Lundberg, Ph.D.

Marilyn Foster

Ronald K. Wilkey

Stephen R. Sheppard, Ph.D.

Georgia Hare

Guests:

Ronald Hare

Dave Cox, AUSAP President Elect

Sirinda Leftwich

Kristin Erskine

Elanor Burke

Kari Marble

Dee Marble

DOPL Staff Present:

Susan Higgs, Compliance Specialist

Kent Barnes, Compliance Manager

TOPICS FOR DISCUSSION

ADMINISTRATIVE BUSINESS:

DECISIONS AND RECOMMENDATIONS

MINUTES:

The minutes for the January 20, 2010 Board meeting were reviewed. Dr. Lundberg motioned to approve the minutes with changes, seconded by Ms. Foster. The motion carried unanimously.

COMPLIANCE REPORT:

Susan Higgs, Compliance Specialist

Ms. Higgs advised the Board that the individuals who are not meeting with the Board at this time are in compliance with their orders.

#1. Ms. Noelle Carter is in compliance with her stipulation. She has completed two thirds of her probation period. The Board needs to know how long she was out of work before it will consider early termination of her probation. The Board may want to clarify if she has completed the continuing education hours required for her CSAC license.

#2. Mr. Michael Julian is in compliance with his stipulation. He has requested for early release from probation. His employer, Beverly Roesch, supports this request. He has consistently submitted his paperwork in a timely manner.

#3. Ms. Kristi Versteeg is in compliance with her stipulation. Ms. Versteeg is currently working with Clinical Consultants. The Board needs to approve her counselor, Randy Buckner, LPC and supervisor, Brad Meservy, LCSW. Ms. Versteeg has completed urine analysis (UA) on several occasions. All of have been negative.

#4. Mr. Chuck Robertson is in compliance with his stipulation. He is working and has submitted his paperwork on time.

#3. Ms. Colette Nelson is in compliance with her stipulation. Her new therapist is Glen Lambert, LCSW. Ms. Nelson submitted her essay for the Board to review.

#4. Ms. Joanie Jones is in compliance with her stipulation. She submitted information regarding health concerns for the Board's review.

#5. Mr. Robert Peterson is a new probationer. He is working at Summit Lodge Recovery Center. His supervisor is Joel Hansen, MD. Mr. Peterson submitted continuing education information for the Board's approval.

Discussion:

Ms. Hare motioned to close the Board meeting at 9:23 A.M. to discuss the professional competence or mental health of Robert Peterson. There were no written notes or recordings during this time. The Board

meeting opened at 9:36 A.M.

#6. Ms. Julie Kopaunik-Berg is a new probationer. She is working at First Step House.

#7. Charmele Nish is a new probationer. She obtained her psychological evaluation from a licensed professional counselor. The Board needs to determine if this is acceptable.

#8. Ms. Janice AuBuchon is a new probationer. The Board will need to determine if she will need to do drug screens.

#9. Mr. David Black is a new probationer. He submitted his summary for the Board's review. The Board will need to determine if he will need to do drug screens.

#10. Ms. Rebecka McNeil is a new probationer. She needs to submit documentation of her attending a twelve (12) step program. The Board needs to approve Mr. Robert Simmons, Ph.D. as Ms. McNeil's supervisor. The Board will need to determine if she will need to do drug screens.

APPOINTMENTS:

Ms. Noelle Carter, probation interview

Ms. Carter met with the Board for her probation interview. Dr. Lundberg conducted the interview. Ms. Carter stated that she is doing okay. She has some health problems, but had been released by her physician to go back to work. Ms. Carter stated that she continues seeing her therapist. She has attended some continuing education (CE) courses and has established a plan to obtain the additional hours. The Board noted that it is the licensee's responsibility to get the CE hours. Ms. Carter discusses steps she needs to take to request that the Board terminate her probation early. The Board advised Ms. Carter that she would need to submit her request in writing and include letters supporting early termination from her supervisor and therapist before it would consider early termination. The Board encouraged Ms. Carter to submit these to Ms. Higgs by July 10, 2010. The Board asked to see Ms. Carter on July 21, 2010. **Ms. Carter is in compliance with her stipulation.**

Mr. Michael Julian, probation interview

Mr. Julian met with the Board for his probation interview. Dr. Lundberg conducted the interview. Mr. Julian stated that he is doing well. He has had a lot going on lately and recently moved to a new address. He is taking on more responsibilities at work doing more screenings and has needed to adjust his work schedule. Mr. Julian stated that he continues attending his support group meetings and he has received good advice from his sponsor. The Board reviewed a letter from Mr. Julian requesting early termination from his probation. The Board noted that Mr. Julian has received positive reports from his supervisor and employer. The Board reviewed letters from his employer and supervisor supporting Mr. Julian being released from probation at this time. The Board noted that Mr. Julian has consistently been in compliance with his stipulation. After further discussion, Dr. Lundberg motioned to grant Mr. Julian's request for early termination of his probation, seconded by Ms. Hare. The motion carried unanimously.

Ms. Kristie Versteeg, probation interview

Ms. Versteeg met with the Board for her probationary interview. Dr. Lundberg conducted the interview. Ms. Versteeg stated she is doing better now. She has been working at Clinical Consultants since February 12, 2010. She is currently working thirty (30) hours a week. The Board discussed the job duties performed by Ms. Versteeg at Clinical Consultants and decided they fall under her substance abuse counselor license. Therefore, time spent in her current position at Clinical Consultants will count toward her completion of her probation term. Ms. Versteeg stated that she was going to therapy for one hour a week, five (5) times a week. Her counselor is an intern who is supervised by Mr. Randy Buckner, LPC. Mr. Buckner observes their sessions from another room. He encouraged her to seek counseling with a substance abuse counselor, noting that this agency does not provide this type of service. Ms. Versteeg stated that she has been clean and sober since March 25, 2005 and she plans to call around to find another counselor. Ms. Versteeg stated that she has attended two support group meetings and plans to attend another. Her goal is to get involved in a twelve (12) step program. Ms. Versteeg stated that her concerns regarding doing

urine analysis (UA)s have been resolved. Dr. Lundberg motioned to approve Brad Meservy as Ms. Versteeg's supervisor, seconded by Dr. Sheppard. The motion carried unanimously. The Board reminded her to give her supervisor a copy of her stipulation and her reports are due by the 10th of the month. The Board asked to see Ms. Versteeg on July 21, 2010. **Ms. Versteeg is in compliance with her stipulation.**

Mr. Chuck Robertson, probation interview

Mr. Robertson met with the Board for his probation interview. Dr. Lundberg conducted the interview. Mr. Robertson stated that he is doing well. There have been no changes since he last met with the Board. He continues going to school and is enjoying his job. Mr. Robertson stated that he is getting ready to start his practicum in June. He is working towards his bachelors degree in human services at University of Phoenix. The Board encouraged Mr. Robertson to advise the university regarding his substance abuse license being on probation, noting that the university is accepting the responsibility and liability of his practicum hours. Mr. Robertson stated he sees his therapist, Michael Negrette, MFT, once a month. The Board noted that it would be acceptable for his reports to be submitted quarterly. His next report is due July 10, 2010. The Board asked to see Mr. Robertson on July 21, 2010. **Mr. Robertson is in compliance with his stipulation.**

Ms. Colette Nelson, probation interview

Ms. Nelson met with the Board for her probation interview. Mr. McMillen conducted the interview. Ms. Nelson stated that she continues working for Discovery House. Her federal probation will be completed on August 1, 2010. Ms. Nelson stated that she is seeing a new therapist. She sees him two times a month. She has also been attending AA meetings and working with her sponsor. The Board reviewed the essay submitted by Ms. Nelson, noting that this one is substantially better than the first one she submitted. The Board stated that this essay completes the additional continuing education hour requirement required in her stipulation. The Board asked to see Ms. Nelson on July 21, 2010. **Ms. Nelson is in compliance with her stipulation.**

Ms. Joanie Jones, probation interview

Out of Order on the Agenda

Ms. Jones met with the Board for her probation interview. Dr. Lundberg conducted the interview. Ms. Jones stated that she is working through some health issues. She is going to school, scheduled to graduate on June 15, 2010. The ceremony is May 1, 2010. Ms. Jones stated that she talks with her therapist, friends, and doctor to help with stress. She does not hold back and is honest in these conversations. The Board reviewed Ms. Jones stipulation and noted that she is required to receive prescriptions from one physician and obtain these at one pharmacy. The Board stated that due to her health issues it would be acceptable for her to receive prescriptions from the different specialists she is seeing as long as she advises them of all of the medications she is taking, all doctors are aware of each other, and if she uses only one pharmacy. The Board advised Ms. Jones to show all of her physicians her new stipulation. The Board noted that her supervisor and therapy reports look good. The Board asked to see Ms. Jones on July 21, 2010. **Ms. Jones is in compliance with her stipulation.**

Mr. Robert Peterson, new probation interview

Out of Order on the Agenda

Mr. Peterson presented himself to the Board. Mr. McMillen outlined the functions of the Board in helping the probationer through their probation term. Mr. McMillen conducted the interview. The Board introduced itself. Mr. Peterson reviewed the reasons why his license is on probation. Mr. Peterson stated he is working at Summit Lodge. He is on social security and can only work twenty hours a week. He has been off court probation since July 15, 2005. His supervisor is Joel Hansen, MD. Mr. Peterson stated that he attends support meetings four (4) to eight (8) times a month. The Board reviewed Mr. Peterson's probation plan and stipulation with him. The Board stated that it would accept the continuing education (CE) hours Mr. Peterson completed on April 10, 2010. The Board noted that this course is AUSAP accredited, is for six (6) hours of CE, and covers ethics. The Board encouraged Mr. Peterson to complete the 500 word essay as soon as possible. Mr. Peterson stated his supervisor and employer know his license is on probation and will submit the required reports. His employer has already received a copy of

his stipulation. The Board encouraged Mr. Peterson to sign up with Compass Vision as soon as possible for the drug screens. He will need to submit documentation showing he is attending support groups and his employer reports need to be submitted by the 10th of each month. The Board asked to see Mr. Peterson on July 21, 2010. **Mr. Peterson is in compliance with his stipulation.**

Ms. Julie Kopaunik-Berg, new probation interview

Mr. McMillen stated that he is the Executive Director of First Step House and Ms. Berg recently gained employment there. Dr. Lundberg stated that she was Ms. Kopaunik-Berg's instructor at college. Mr. McMillen outlined the functions of the Board in helping a probationer through their probation term. Dr. Sheppard conducted the interview. The Board introduced itself. Ms. Kopaunik-Berg reviewed the reasons why her license is on probation and gave the Board her probation plan. She stated that she completed felony drug court in 2004. She continues to attend a twelve (12) step program. She exercises, takes time for herself, and works to keep a balance in her life. Ms. Kopaunik-Berg stated that she wants to stay in the substance abuse field. She is working towards her master's degree in professional counseling at the University of Phoenix. Ms. Kopaunik-Berg stated that she requested exam information from NAADAC and they did not get back to her in time to take the next exam. Ms. Kopaunik-Berg noted that she has not followed through with this. The Board reminded Ms. Kopaunik-Berg that her certified substance abuse intern license is issued for six (6) months to take the exam. Once this expires, by statute, the intern license cannot be reissued. She will need to work to pass the exam and then apply for her certified substance abuse counselor (CSAC) license. The Board encouraged Ms. Kopaunik-Berg to go to the NAADAC website for exam dates and information regarding what documents are needed to be submitted before she would be able to sit for the exam. The Board advised Ms. Kopaunik-Berg that the continuing education hours that are required are in her stipulation are in addition to the continuing education hours required for her license. The Board advised Ms. Kopaunik-Berg that her supervisor reports need to be submitted monthly by the 10th of each month. The

Board asked to see Ms. Kopaunik-Berg on July 21, 2010. Ms. Kopaunik-Berg is in compliance with her stipulation. The Board asked to see Ms. Kopaunik-Berg on July 21, 2010. **Ms. Kopaunik-Berg is in compliance with her stipulation.**

Ms. Charmele Nish, new probation interview

Ms. Nish met with the Board for her probation interview. Mr. McMillen outlined the functions of the Board in helping a probationer through their probation term. Ms. Foster conducted the interview. The Board introduced itself. Ms. Nish reviewed the circumstances that placed her license on probation with the Board. Ms. Foster motioned to close the meeting at 1:54 P.M. to discuss issues of character and professional competence. There were no written notes or recordings. The meeting opened at 2:18 P.M. The Board reviewed the probation plan that Ms. Nish submitted. The Board discussed the evaluation Ms. Nish completed. The evaluation was completed by Ms. Hackett, LPC. Her license was issued on April 10, 2001 and is active in good standing. The Board noted that her stipulation requires the evaluation to be completed by a licensed psychologist or psychiatrist. After further discussion, the Board decided it would review the evaluation completed by Ms. Hackett and then determine if this would be sufficient. The Board encouraged Ms. Nish to complete the additional ten (10) hours of continuing education as soon as possible. These courses must be pre-approved by the Board. The topics need to cover ethics, proper boundaries, and dual relationships. The Board noted that AUSAP is sponsoring an ethics class on September 4, 2010. Anyone interested can sign up through NAADAC. Once she completes the additional continuing education hours she will need to submit a 500 word essay. While the essay is not due for one year, the Board encouraged her to submit this as soon as possible. The Board reminded Ms. Nish the Board also needs to pre-approve her therapist. Her reports are due the 10th of each month. The Board asked to see Ms. Nish on July 21, 2010. **Ms. Nish is in compliance with her stipulation.**

Ms. Janice AuBuchon, new probation interview

Ms. AuBuchon met with the Board for her probation interview. Mr. McMillen outlined the functions of the Board in helping a probationer through their probation

term. Ms. AuBuchon's interview was via telephone. Ms. Foster conducted the interview. The Board introduced itself to Ms. AuBuchon. Ms. AuBuchon reviewed the circumstances that placed her license on probation. Ms. AuBuchon stated that she is currently working with adolescents. She was involved in Alcoholics Anonymous (AA) meetings. Ms. AuBuchon advised the Board that she already passed the NAADAC exam. Ms. AuBuchon stated she understands the terms of her probation. Ms. AuBuchon expressed concern regarding drug testing. She works on a ranch and it could be very difficult for her to get to the testing center. Ms. Higgs stated that the testing center in St. George is open until 5:00pm, and suggested she call them and let them know she is on her way. They have been very good to work with. The Board advised Ms. AuBuchon that her reports are due by the 10th of each month. The Board asked to see Ms. AuBuchon on July 21, 2010. **Ms. AuBuchon is in compliance with her stipulation.**

Mr. David Black, new probation interview

Mr. Black presented himself to the Board. Dr. Sheppard conducted the interview. Mr. McMillen outlined the functions of the Board in helping a probationer through their probation term. The Board introduced itself. Mr. Black noted that he obtained his substance abuse counselor license in November 2000. Mr. Black advised the Board that he had been clean and sober for twenty eight (28) years when he relapsed. He reviewed the circumstances that placed his license on probation. Mr. Black stated that he has started receiving disability. In addition, he would be utilizing the District Courts, Probation, and Northeastern Counseling to help him build a healthy recovery and treatment plan. Adult Parole and Probation (AP&P) has drug tested him with negative results. Mr. Black stated that his agreement with probation is if he is not working or in school full time, then he needs to volunteer for community services. He reports to Day Reporting Center (DRC) until he finds employment. Mr. Black stated that Northeastern Counseling conducted a mental health evaluation. The Board asked Mr. Black to submit a copy of his evaluations to the Division. Mr. Black was given Ms. Higgs e-mail address. The Board asked Mr. Black to have his therapist submit his therapy reports to Ms.

Higgs too. Mr. Black stated he was attending Capella University for his masters in counseling but decided to drop out until he can get his personal life back on track. Mr. Black noted that because he is on disability, he could not work full time. After reviewing his stipulation, the Board noted that this would be acceptable. The Board asked to see Mr. Black on July 21, 2010. **Mr. Black is in compliance with his stipulation.**

Review applications

Mr. Oborn reviewed the following applications with the Board.

Mr. Dee Marble application for a CSAC intern license:
Mr. Marble had a felony conviction in 2003. This charge was reduced to a misdemeanor after he completed court probation. The Board reviewed Mr. Marble's application.

Mr. Rylee Munns application for a CSAC license:
Mr. Munns completed courses at UNLV. Mr. Munns' feels the UNLV program is equivalent to the substance abuse program required in Utah. The Board reviewed Mr. Munns' application and documentation.

Mr. Dee Marble, CSAC intern application

Mr. Oborn noted that Mr. Marble applied for the Certified Substance Abuse Counselor Intern license. Mr. Marble has already passed the NAADAC exam. The Board needs to review his narrative and criminal history. Mr. Marble stated that he completed court probation and the conviction was reduced to a misdemeanor. He is currently working for Cold Creek Wellness as a case manager. He plans to return to school for his masters in the near future. The Board noted that he meets license requirements for a CSAC. Mr. Oborn stated that he would consider changing Mr. Marble's application to a CSAC. After further discussion, Dr. Lundberg motioned to grant Mr. Marble's license under probation, seconded by Dr. Sheppard. The motion carried unanimously. Mr. Oborn reviewed the terms and process of a new probation.

Ms. Rylee Munns, CSAC application

The Board reviewed Mr. Munns' application for a CSAC license. The Board contacted Mr. Munns

telephonically. The Board introduced itself. The Board reviewed Mr. Munns' transcripts and course descriptions. Mr. Munns proposes that a combination of the courses he completed as part of his bachelors of human science in human services degree at UNLV be considered as having satisfied the substance abuse education program requirement. The Board reviewed the substance abuse education program requirement as defined in Utah Code 58-60-502(9) with Mr. Munns. The Board noted that the requirement includes 300 hours in a classroom and a supervised field work practicum of at least 300 hours.

After talking with Mr. Munns further, the Board encouraged Mr. Munns to contact Ms. Nancy Roget at UNLV for assistance regarding the additional courses he needs to complete. The Board stated Mr. Munns' application is denied at this time and encouraged him to complete the additional required courses. He was encouraged to reapply after completing additional course work.

Ms. Rebecka McNeil, new probation interview

Ms. McNeil met with the Board for her probation interview. Mr. McMillen outlined the functions of the Board in helping a probationer through their probation term. Ms. Hare conducted the interview. The Board introduced itself. Ms. McNeil reviewed the circumstances that placed her license on probation. Ms. McNeil stated her supervisor is Dr. Robert Simmons. After further discussion, Dr. Lundberg motioned to approve Dr. Simmons as Ms. McNeil's supervisor, seconded by Mr. Wilkey. The motion carried unanimously. Ms. McNeil stated that she has been sober for almost five (5) years. Ms. McNeil stated that she continues attending a twelve (12) step program. The Board stated she would need to submit documentation showing she attended a 12 step program. She needs to have her reports submitted by the 10th of each month. The Board asked to see Ms. McNeil on July 21, 2010. **Ms. McNeil is in compliance with her stipulation.**

DISCUSSION ITEMS:

1. Update regarding amendments to the Substance Abuse Counselor Act Rule

The Board reviewed the proposed changes to the Substance Abuse Counselor Act Rules.

Section 304:

The Board discussed insertion of the word "contact"

prior to every reference to the number of continuing education (CE) hours required. It was determined that this is needed to clarify that the CE hours needed are actual “contact” hours, not continuing education units.

Section 307:

The Board discussed reference to the ICRC examination and replacing it with the NAADAC examination. The Board noted that the reason the Board changed the exam from ICRC to NAADAC was because the NAADAC is given more frequently. The content of both exams is similar. Ms. Hare motioned to accept either exam, seconded by Ms. Foster. The motion carried unanimously.

Section 502:

The Board discussed removal of reference to the December 8, 2004 edition of NAADAC Code of Ethics and replacing it with the current revision, dated August 18, 2008. After further discussion the Board recommended the following change:

1. R156-60d-502 (3) remove ‘and’ at the end of the sentence.

Mr. Oborn stated he would make this change and move forward with the rule hearing.

Mr. Wilkey motioned to approve the recommended changes to sections 304, 307 and 502, seconded by Dr. Lundberg. The motion carried unanimously.

2. Revisions to the license application

Mr. Oborn advised the Board that the Division is reviewing all of the license applications to shorten and simplify them if possible. Mr. Oborn encouraged the Board to advise him with any changes that would help shorten and/or simplify the substance abuse license applications.

3. Continuing education requirement

This discussion took place earlier in the meeting.

4. Exam requirement

This discussion took place earlier in the meeting.

CORRESPONDENCE:

None at this time

Next Board Meeting:

July 21, 2010

2010 Board meetings have been tentatively scheduled:
July 21, October 27

ADJOURN:

The meeting adjourned at 4:58 P.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.

August 4, 2010
Date Approved

(ss) Shawn McMillen
Chairperson, Utah Substance Abuse Counselors
Licensing Board

August 4, 2010
Date Approved

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