



Colleen Peterson, Ph.D., President
Joan Winkler, M.A., Vice President
Richard Harrison, Secretary/Treasurer
Donald Huggins, Ed.D., Member
Erik Schoen, Member
Hal Taylor, Member
Jean E. Griffin, Ed.D., Member
John Nixon, Ed.D., Member

State of Nevada

The Board of Examiners for Marriage and Family Therapists and Clinical Professional Counselors

P.O. Box 370130
Las Vegas, NV 89137-0130
(702) 486-7388 Fax: (702) 486-7258

Approved: 08/26/2016

MEETING MINUTES

Friday, August 28, 2015

Grant Sawyer Building, Room 4412
555 E. Washington Avenue
Las Vegas, NV 89101

1. Call to order/Roll Call – Meeting called to order at 9:05 A.M. by Dr. Colleen Peterson, President.

Board Members Present

Colleen Peterson, President
Joan Winkler, Vice President
Richard Harrison, Secretary/Treasurer
Donald Huggins, Member
Jean E. Griffin, Member
Erik Schoen, Member
Hal Taylor, Member

Board Staff Present

Raymond E. Smith Sr.
Quinn Kennedy
Sherry Rodriguez

Members Absent

John Nixon, Member

Others Present

Ms. Rose Marie Reynolds, Deputy Attorney General (DAG)
Tracey Kelly (Reno)
Lindsay Garrison (Reno)
Kenia Leon
Sarah Longson
Elaine Nelson
Gemma Rivera
Virdiana Linares
Roberta Downey
Nikki LaBahn
Lisette Artiga
Vicki DeBeauvernet
Bill Marchant

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Terri Tracey

2. Public Comment – No public comment.
19. Approve receipt of minimum internship hours & approve for Marriage and Family Therapist and Clinical Professional Counselor licensure:

Ms. Bridgette DeBoer (MFT-Intern) (For Possible Action)	4094.5 Total hours (Embree)
Ms. Vicki DeBeauvernet (MFT-Intern) (For Possible Action)	4591.0 Total hours (Mr. Vande Voort)
Ms. Amber Elliott (MFT-Intern) (For Possible Action)	3083.0 Total hours (Krueger)
Ms. Cara Elliott (MFT-Intern) (For Possible Action)	3062.25 Total hours (Dear)
Ms. Amber Flippo (MFT-Intern) (For Possible Action)	3187.5 Total hours (Casale)
Mr. Robert Gregory (MFT-Intern) (For Possible Action)	3935.0 Total hours (Eliot)
Ms. Sarah Longson (MFT-Intern) (For Possible Action)	3193.0 Total hours (G. Alexander)
Ms. Ashton Martini (MFT-Intern) (For Possible Action)	3710.0 Total hours (Arndt)
Ms. Tracey Kelly (MFT-Intern) (For Possible Action)	3003.0 Total hours (Hudson)
Mr. Jeffrey Barboa (CPC-Intern) (For Possible Action)	3264.0 Total hours (Lawrence)
Ms. Viridiana Linares (CPC-Intern) (For Possible Action)	3983.0 Total hours (Correa)
Ms. Kristen Schadegg (CPC-Intern) (For Possible Action)	4040.5 Total hours (Merrill)
Ms. Adrienne Sutherland (CPC-Intern) (For Possible Action)	3125.5 Total hours (Schoen)
Mr. Jess Willans (CPC-Intern) (For Possible Action)	3225.0 Total hours (Schoen)

Action Taken: Approve

Motion: Ms. Joan Winkler Second: Mr. Don Huggins

Vote: Ayes - 5; Nays -0; Abstentions – 1

Passed noting recusals.

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*Please note the recusal of Mr. Erik Schoen for Adrienne Sutherland and Jess Willans due to him being their Primary Supervisor.

*Please note the correction of spelling to Ms. Tracy Kelly, is Tracy and not Tracey.

6. The following individuals petition the Board to approve them as a Primary and/or Secondary Supervisor for MFT-Interns

Supervision Applicant	Mentor	AAMFT Supv	Mentor Contract
Jennifer Dustin MFT	AAMFT Approved Supervisor		

Action Taken: Approve

Motion: Mr. Richard Harrison Second: Mr. Don Huggins

Vote: Ayes - 5; Nays -0; Abstentions – 0

Passed Unanimously

Elaine Nelson MFT	Supv – Griffin	Course – Yes	Agreement – Yes
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Action Taken: Approve

Motion: Mr. Richard Harrison Second: Mr. Don Huggins

Vote: Ayes - 5; Nays -0; Abstentions – 0

Passed Unanimously

Thomas Harrison MFT	Supv – Casale	Course – Yes	Agreement – Yes
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Action Taken: Approve

Motion: Mr. Richard Harrison Second: Mr. Don Huggins

Vote: Ayes - 5; Nays -0; Abstentions – 0

Passed Unanimously

15. Approve new interns and internships:

Reno

Ms. Amye Cole (MFT-Intern) Primary – Chuck Holt*
 (For Possible Action)

Ms. Tory Clark (MFT-Intern) Primary – Chuck Holt*
 (For Possible Action)

Ms. Barbara Chandler (MFT-Intern) Primary – Donald Huggins*
 (For Possible Action)

Ms. Shameka Green (MFT-Intern) Primary – Jesse Smith*
 (For Possible Action)

Ms. Kendyll Hollenbeck-Pringle (MFT-Intern) Primary – Capa Casale*

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	(For Possible Action)
Ms. Jacklyn Jensen (CPC-Intern)	Primary – Don Huggins* Secondary – Kirsten Gladding** Secondary – Glenda Allen (MFT 27 yrs) (For Possible Action)
Ms. Joanne Krumpe (MFT-Intern)	Primary – Allan Ritchie* Secondary – Craig Merrill* (For Possible Action)
Mr. Shannon Morrow (MFT-Intern)	Primary – Chuck Holt* (For Possible Action)
Ms. Amaia Oiz (MFT-Intern)	Primary – Thomas Harrison? Secondary – Chuck Holt* Secondary – Capa Casale* (For Possible Action)
Ms. Michelle Sahagan (MFT-Intern)	Primary – Capa Casale* Secondary – Steven Nicholas* (For Possible Action)
<u>Las Vegas</u>	
Ms. Christine Agnir (CPC-Intern)	Primary – Maureen Zelensky* (For Possible Action)
Ms. Katelyn Amos (CPC-Intern)	Primary – Dena Johns* (For Possible Action)
Ms. Lissette Artiga (CPC-Intern)	Primary – Lynette Johnson* (For Possible Action)
Ms. Bibiana Ascensio (MFT-Intern)	Primary – Pamela Fulbrook* (For Possible Action)
Mr. Shannon Becker (CPC-Intern)	Primary – Dena Johns* (For Possible Action)
Ms. Shannon Creme (CPC-Intern)	Primary – Andrea Krueger* (For Possible Action)
Ms. Carissa D’Aniella-Heyda (MFT-Intern)	Primary – Christine Rowe* (For Possible Action)
Ms. Mary Jane Devaney (CPC-Intern)	Primary – Roberta Miranda* (For Possible Action)
Ms. Whitney Drucker (CPC-Intern)	Primary – Colin Humphrey* Secondary – Steven Smith* (For Possible Action)
Ms. Odelia Duhel (CPC-Intern)	Primary – ?*

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	(For Possible Action)
Mr. Milko Fernandez (CPC-Intern)	Primary – Rhonda Kildea* Secondary – Diorio* (For Possible Action)
Ms. Amy Frederick-Ream (MFT-Intern)	Primary – Chris Caldwell * (For Possible Action)
Mr. William Gallego (CPC-Intern)	Primary – Sandal Kelly* (For Possible Action)
Ms. Yenilett Garcia (MFT-Intern)	Primary – Trina Robinson* (For Possible Action)
Ms. Miryam Godinez (MFT-Intern)	Primary – Tammi Johnson* Secondary – Gene Sanderson (MFT 4 yrs) (For Possible Action)
Ms. Tamara Harris (CPC-Intern)	Primary – Marlene Zelensky* (For Possible Action)
Ms. Nikki Hall-Terry (CPC-Intern)	Primary – Nancy Hunterton* (Item 8) (For Possible Action)
Ms. Ashlee Howard (MFT-Intern)	Primary – ?* (For Possible Action)
Ms. Nikki LaBahn (MFT-Intern)	Primary – Debora Jette* (For Possible Action)
Ms. Tiffany Lee (MFT-Intern)	Primary – Pamela Fulbrook* (For Possible Action)
Ms. Andrea Lystrup (MFT-Intern)	Primary – Jana Broxterman* (For Possible Action)
Ms. Cheri Montgomery (MFT-Intern)	Primary – Katy Steinkamp* (For Possible Action)
Mr. Jackson Nightshade (MFT-Intern)	Primary – Karen Anderson* (For Possible Action)
Ms. Gemma Rivera (CPC/MFT-Intern)	Primary – Elaine Nelson* (For Possible Action)
Ms. Rashanna Stewart (MFT-Intern)	Primary – Jeri Gallegos-Carr* (For Possible Action)
Ms. Stephanie Ross (CPC-Intern)	Primary – Tammi Johnson* (For Possible Action)
Ms. Christiane Wilson-Dunlap (MFT-Intern)	Primary – Trina Robinson* (For Possible Action)

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Action Taken: Approve all individuals except Nikki Hall-Terry and omitting Odelia Duhel due to not having Primary Supervision paperwork.

Motion: Mr. Erik Schoen Second: Mr. Richard Harrison

Vote: Ayes - 4; Nays -0; Abstentions – 1

Passed noting recusal.

Please note the recusal of Mr. Don Huggins for Barbara Chandler and Jacklyn Jensen due to him being their Primary Supervisor.

*Please note Ms. Amye Cole’s Primary Supervisor is Elizabeth Dear and Secondary Chuck Holt. This was a clerical error.

*Please note the correction of spelling to Ms. Tamara Harris’ Primary supervisor is Maureen and not Marlene.

*Please note that Ms. Ashlee Howard’s Primary Supervisor is Lynda Savage, this is not listed due to her paperwork coming in after the agenda posting date.

* Please note that Ms. Nikki Hall-Terry was omitted due to supervisor pending seventh intern approval

8. The following MFT Supervisors petitioned the Board for approval to supervise a seventh intern

Dean Sanner MFT

Action Taken: Approve

Motion: Mr. Erik Schoen Second: Mr. Richard Harrison

Vote: Ayes - 5; Nays -0; Abstentions – 0

Passed Unanimously

Dorothy Paul MFT

Action Taken: Approve

Motion: Mr. Erik Schoen Second: Ms. Joan Winkler

Vote: Ayes - 5; Nays -0; Abstentions – 0

Passed Unanimously

Nancy Hunterton MFT

Action Taken: Approve

Motion: Mr. Don Huggins Second: Mr. Hal Taylor

Vote: Ayes - 5; Nays -0; Abstentions – 0

Passed Unanimously

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*Please note to clarify to Ms. Nancy Hunteerton to not preapprove hours which only the board can do. Copy the letter to intern Ms. Nikki Hall-Terry as well.

15. Approve new interns and internships:

Reno

Ms. Amye Cole (MFT-Intern)	Primary – Elizabeth Dear* (For Possible Action)
Ms. Tory Clark (MFT-Intern)	Primary – Chuck Holt* (For Possible Action)
Ms. Barbara Chandler (MFT-Intern)	Primary – Donald Huggins* (For Possible Action)
Ms. Shameka Green (MFT-Intern)	Primary – Jesse Smith* (For Possible Action)
Ms. Kendyll Hollenbeck-Pringle (MFT-Intern)	Primary – Capa Casale* (For Possible Action)
Ms. Jacklyn Jensen (CPC-Intern)	Primary – Don Huggins* Secondary – Kirsten Gladding** Secondary – Glenda Allen (MFT 27 yrs) (For Possible Action)
Ms. Joanne Krumpe (MFT-Intern)	Primary – Allan Ritchie* Secondary – Craig Merrill* (For Possible Action)
Mr. Shannon Morrow (MFT-Intern)	Primary – Chuck Holt* (For Possible Action)
Ms. Amaia Oiz (MFT-Intern)	Primary – Thomas Harrison? Secondary – Chuck Holt* Secondary – Capa Casale* (For Possible Action)
Ms. Michelle Sahagan (MFT-Intern)	Primary – Capa Casale* Secondary – Steven Nicholas* (For Possible Action)

Las Vegas

Ms. Christine Agnir (CPC-Intern)	Primary – Maureen Zelensky* (For Possible Action)
Ms. Katelyn Amos (CPC-Intern)	Primary – Dena Johns* (For Possible Action)
Ms. Lissette Artiga (CPC-Intern)	Primary – Lynette Johnson* (For Possible Action)
Ms. Bibiana Ascensio (MFT-Intern)	Primary – Pamela Fulbrook*

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	(For Possible Action)
Mr. Shannon Becker (CPC-Intern)	Primary – Dena Johns* (For Possible Action)
Ms. Shannon Creme (CPC-Intern)	Primary – Andrea Krueger* (For Possible Action)
Ms. Carissa D’Aniella-Heyda (MFT-Intern)	Primary – Christine Rowe* (For Possible Action)
Ms. Mary Jane Devaney (CPC-Intern)	Primary – Roberta Miranda* (For Possible Action)
Ms. Whitney Drucker (CPC-Intern)	Primary – Colin Humphrey* Secondary – Steven Smith* (For Possible Action)
Ms. Odelia Duhel (CPC-Intern)	Primary – ?* (For Possible Action)
Mr. Milko Fernandez (CPC-Intern)	Primary – Rhonda Kildea* Secondary – Diorio* (For Possible Action)
Ms. Amy Frederick-Ream (MFT-Intern)	Primary – Chris Caldwell * (For Possible Action)
Mr. William Gallego (CPC-Intern)	Primary – Sandal Kelly* (For Possible Action)
Ms. Yenilett Garcia (MFT-Intern)	Primary – Trina Robinson* (For Possible Action)
Ms. Miryam Godinez (MFT-Intern)	Primary – Tammi Johnson* Secondary – Gene Sanderson (MFT 4 yrs) (For Possible Action)
Ms. Tamara Harris (CPC-Intern)	Primary – Maureen Zelensky * (For Possible Action)
Ms. Nikki Hall-Terry (CPC-Intern)	Primary – Nancy Hunterton* (Item 8) (For Possible Action)
Ms. Ashlee Howard (MFT-Intern)	Primary – Lynda Savage* (For Possible Action)
Ms. Nikki LaBahn (MFT-Intern)	Primary – Debora Jette* (For Possible Action)
Ms. Tiffany Lee (MFT-Intern)	Primary – Pamela Fulbrook* (For Possible Action)
Ms. Andrea Lystrup (MFT-Intern)	Primary – Jana Broxterman* (For Possible Action)

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Ms. Cheri Montgomery (MFT-Intern)	Primary – Katy Steinkamp* (For Possible Action)
Mr. Jackson Nightshade (MFT-Intern)	Primary – Karen Anderson* (For Possible Action)
Ms. Gemma Rivera (CPC/MFT-Intern)	Primary – Elaine Nelson* (For Possible Action)
Ms. Rashanna Stewart (MFT-Intern)	Primary – Jeri Gallegos-Carr* (For Possible Action)
Ms. Stephanie Ross (CPC-Intern)	Primary – Tammi Johnson* (For Possible Action)
Ms. Christiane Wilson-Dunlap (MFT-Intern)	Primary – Trina Robinson* (For Possible Action)

Action Taken: Approve Nikki Hall-Terry

Motion: Ms. Joan Winkler Second: Mr. Hal Taylor

Vote: Ayes - 5; Nays -0; Abstentions – 0

Passed Unanimously

18. Approval of proposed changes/additions to internships:

Mr. Raymond E. Smith Sr. asks the Board to note the following changes Lindsay Garrison is a MFT-Intern and CPC-Intern and she is changing her Primary supervision for both internships. Katie Nolin is a MFT-Intern not a CPC-Intern and her secondary supervision request is for Mirit Sloves not Yvonne Hart. Michael Thomas is requesting Merlelynn Harris as secondary in addition to Adrienne O’Neal.

Ms. Margaret Ashby (MFT-Intern)	Primary – Steven Nicholas* (Minten) Secondary – Mary Minten* (For Possible Action)
Ms. Nina Austin (CPC-Intern)	Primary – Leticia Murphy* (Walker) (For Possible Action)
Ms. Analouisa Bracamonte (MFT-Intern)	Primary – Yvonne Hart* (Blesch) (For Possible Action)
Ms. Kristen DiLorenzo (CPC-Intern)	Primary – Tristan Thibault* (Beach) (For Possible Action)
Ms. Lindsay Garrison (MFT-Intern)	Primary – Barbara Hudson* (Freda) (For Possible Action)
Ms. Caitlin Olsen (MFT-Intern)	Primary – Lee Geldmacher* (Blesch) (For Possible Action)
Ms. Katie Nolin (CPC-Intern)	Primary – Jennifer Brenn* (Lindler) Secondary – Yvonne Hart* (For Possible Action)
Ms. Danielle Pokroy-Mizrachi (MFT-Intern)	Primary – Kathy Jo Shovlin* (Blesch) (For Possible Action)

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Ms. Florence Sweet (MFT-Intern)	Primary – Pamela Fulbrook* (Giles) (For Possible Action)
Ms. Christel Vincent (MFT-Intern)	Primary – Rebecca Love* (Blesch) (For Possible Action)
Ms. Kelli Ahmad (CPC-Intern)	Secondary – Karen Chandler* (For Possible Action)
Ms. Lynetha Allen (MFT-Intern)	Secondary – Merlelynn Harris* (For Possible Action)
Ms. Julie Baines (MFT-Intern)	Secondary – Donald Huggins* (For Possible Action)
Ms. Lisa Barnard (MFT-Intern)	Secondary – Chuck Holt* (For Possible Action)
Ms. Rita Blankenship (MFT-Intern)	Secondary – Merlelynn Harris* (For Possible Action)
Ms. Kendra Bott (MFT-Intern)	Secondary – Kathy Jo Shovlin* Secondary – Richard Vande Voort* (For Possible Action)
Mr. Brent Bowman (MFT-Intern)	Secondary – Alicia Tucker (CPC 2 yrs) (For Possible Action)
Ms. Tasheba Davis (MFT-Intern)	Secondary – Dorothy Paul* (For Possible Action)
Ms. Jenna DiLauro (MFT-Intern)	Secondary – Constance Knight* (For Possible Action)
Ms. Andrea Doran (MFT-Intern)	Secondary – Tiffani Lindsay* (For Possible Action)
Ms. Angela Earle (MFT-Intern)	Secondary – Ann Nichols (MFT 25 yrs) (For Possible Action)
Ms. Teronia Gilmore (MFT-Intern)	Secondary – Tanitsha Bridgers (LCSW) No letter. (For Possible Action)
Ms. Amy Hachquet (MFT-Intern)	Secondary – Natalie Williams** (For Possible Action)
Ms. Amna Haider (MFT-Intern)	Secondary – Dawn Moore* Secondary – Roberta Vande Voort* (For Possible Action)
Ms. Stephanie Hank (MFT-Intern)	Secondary – Marjorie Diorio (MFT 25 yrs) (For Possible Action)
Ms. Felisa Huene (MFT-Intern)	Secondary – Merlelynn Harris* (For Possible Action)
Ms. Mary Mares (MFT-Intern)	Secondary – Allan Ritchie* (For Possible Action)
Ms. Margaret Moroun (MFT-Intern)	Secondary – Donna Wilburn* (For Possible Action)
Mr. Charles Mrozek (CPC-Intern)	Secondary – Yvonne Hart* (For Possible Action)

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Mr. Daniel Norrbom (CPC-Intern)	Secondary – Robyn Feese (CPC 2.5 yrs) Secondary – Lynnette Stilley (MFT 17 yrs) (For Possible Action)
Ms. Meghan Rice (MFT-Intern)	Secondary – Lee Geldmacher* (For Possible Action)
Ms. Michelle Rodriguez Huerta (CPC-Intern)	Secondary – Alicia Tucker (CPC 2 yrs) (For Possible Action)
Ms. Amanda Samuels (MFT-Intern)	Secondary – Mark Whelchel* (For Possible Action)
Ms. Falon Schnieder (MFT-Intern)	Secondary – Mirit Sloves** (For Possible Action)
Ms. Carly Shadid (MFT-Intern)	Secondary – John Duerr (MFT 11 mos) (For Possible Action)
Ms. Paula Shannon (CPC-Intern)	Secondary – Chris Caldwell* (For Possible Action)
Ms. Michelle Sprague (MFT-Intern)	Secondary – Mirit Sloves** (For Possible Action)
Ms. Meghan Thomas (MFT-Intern)	Secondary – Pamela Fulbrook* (For Possible Action)
Mr. Michael Thomas (MFT-Intern)	Secondary – Adrienne O’Neal* (For Possible Action)
Ms. Candia Tolbert (CPC-Intern)	Secondary – Allan Ritchie* (For Possible Action)
Ms. Jana Wellman (MFT-Intern)	Secondary – Mala Wheatley (MFT 17 yrs) (For Possible Action)
Ms. Jacklyn Winter (CPC-Intern)	Secondary – Brad Garrett (MFT 22 yrs) (For Possible Action)
Mr. Derek Wise (CPC-Intern)	Secondary – Pamela Fulbrook* (For Possible Action)

Action Taken: Approve all except Brent Bowman, Teronia Gilmore, Michelle Rodriguez Huerta, Carly Shadid and Daniel Norrbom with Robin Feese

Motion: Ms. Joan Winkler Second: Mr. Richard Harrison

Vote: Ayes - 4; Nays -0; Abstentions – 2

Please note that Ms. Lindsay Garrison (MFT-Intern) Primary – Barbara Hudson* (Freda) is also changing her CPC Internship primary supervisor to Ms. Barbara Hudson*

Please note the arrival of board member Jean E. Griffin in Las Vegas.

Please note the recusal of Mr. Don Huggins for Julie Baines due to him being her Secondary Supervisor. Please note the recusal of Dr. Colleen Peterson for Amy Hachquet due to her being her Primary Supervisor.

**Separate Action Taken: Deny Brent Bowman, Teronia Gilmore, Michelle Rodriguez Huerta, Carly Shadid and Daniel Norrbom with Robin Feese due to their Secondary Supervisor requests not meeting the regulation requirements as specified in NAC 641A.182.

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Motion: Ms. Joan Winkler Second: Mr. Richard Harrison

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

20. Ms. Kenia Leon, MFT-Intern is petitioning the Board to approve 1,168 hours of internship experience she accumulated in California

Action Taken: Approve 936 hours of experience accumulated in California

Discussion: Dr. Colleen Peterson stated that she wasn't able to read the writing on the PDF copy of explanation that was provided. Ms. Kenia Leon states that she emailed a breakdown of her hours accrued with explanation. Dr. Colleen Peterson notes to the Board that there were 2 locations that hours were accrued and draw their attention to the categories that are there – tele medicine, administration progress notes. The hours that won't count towards her internship would 232 hours due to the State of Nevada not counting those categories. Ms. Kenia Leon asked if that included her 500 graduate hours. Ms. Jean Griffin stated that she could just turn that document in to the Board office at any time during her internship to be counted.

Motion: Mr. Erik Schoen Second: Ms. Jean Griffin

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

5. Approve candidates for licensure as a Marriage and Family Therapist (MFT) MFT-Interim Permit or MFT-Intern.

Melanie Jones-Bluford	(CAMFT 5/24/07-10/31/16)	(no Supv)(no exam-IP check intern hrs)
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Action Taken: Tabled due to not having a supervisor

Discussion: Mr. Erik Schoen asked for clarification in regards to Melanie Jones-Bluford having supervisor. Mr. Raymond E. Smith Sr. Smith states that no documents had come in for her supervision. Mr. Don Huggins asked if any of the people listed had everything and is the Board to check the minutes now during the meeting. Mr. Raymond E. Smith Sr. states yes they are.

Roberta Downey	(CAMFT 12/15/08-8/31/16)(AKMFT 1/08/15-12/31/16)	(Supv-Norton) (no exam-IP, check intern hrs)
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Action Taken: Approve

Discussion: Ms. Joan Winkler states that they don't see any hours for Roberta Downey. Dr. Colleen Peterson: she doesn't have any hours either. Dr. Colleen Peterson lets Roberta Downey know that typically the Board requests for a breakdown and asks Mr. Raymond E. Smith Sr. why that didn't happen. Mr. Raymond E. Smith Sr. stated that this wasn't received in the office. Ms. Roberta Downey states that she came in to the office and spoke with Mr. Raymond E. Smith Sr. and he gave her some clarity on what she should include and she then

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emailed it to Ms. Quinn Kennedy and Ms. Quinn Kennedy forwarded that information to Mr. Raymond E. Smith Sr. Mr. Raymond E. Smith Sr. stated that the email was received, but nothing was included. Dr. Colleen Peterson asked if there was a way for Mr. Raymond E. Smith Sr. was able to access his email. Mr. Raymond E. Smith Sr. says yes. Dr. Colleen Peterson suggested that the Board take a 5-10 minute break until the staff can get these documents.

BREAK 10 Minutes

Discussion: Dr. Colleen Peterson reads to the Board the summary of hours report that was submitted by Roberta Downey. She states that Robert Downey clearly meets the hours requirement.

Motion: Mr. Don Huggins Second: Mr. Erik Schoen

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

Jane-Louise Kingston	(CAMFT 7/06/98-7/31/15)	(Supv-Linaman)(no exam-IP, check intern hrs)
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Action Taken: Tabled

Jinu Niki	(CAMFT 9/18/14-3/31/16)	(Supv-Schwarz)(no exam-IP, check int hrs)
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Action Taken: Tabled

Chrystina Pope	(CAMFT 10/13/14-8/31/16)	(Supv-Linaman)(no exam-IP, check int hrs)
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Action Taken: Tabled

Please note items were tabled until after the lunch break.

3. Approval of the 7/27/2015 meeting minutes

Action Taken: Approve

Motion: Mr. Erik Schoen Second: Mr. Don Huggins

Vote: Ayes - 5; Nays - 0; Abstentions – 1

Please note the recusal of Mr. Hal Taylor due to absence at that meeting.

4. Approve candidates for licensure as a Clinical Professional Counselors (CPC), CPC-Interim Permit (IP) or CPC-Intern.

Dr. Colleen Peterson asks if they would have the same issue as agenda item 5 and Mr. Raymond E. Smith Sr. states yes. Dr. Colleen Peterson states that we will table this agenda item until after break when the staff has had time to figure everything out.

Artelia Coleman	(MO LPC 9/26/06-6/30/17)	(Supv-Harris) (No exam-IP, check
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		intern hrs)
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Action Taken: Tabled

Morine Fields-Harris	(IL LCPC 6/14/04-3/31/17)	(Exam-Passed)(check intern hrs)
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Action Taken:

Motion: Second:

Vote: Ayes - 0; Nays -0; Abstentions – 0

James Goins	(PA LPC 5/12/15-2/28/17)	(Supv-Zelensky) (No exam-IP, check intern hrs)
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Action Taken:

Motion: Second:

Vote: Ayes - 0; Nays -0; Abstentions – 0

Frederick Lubin	(OH LPCC 5/16/03-5/16/15)	(Supv-Harris) (No exam-IP) (check intern hrs)
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Action Taken:

Motion: Second: Ms.

Vote: Ayes - 0; Nays -0; Abstentions – 0

Heather Perry	(WA MHC 10/20/14-11/13/15)	(Exam-Passed, check intern hrs)
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Action Taken:

Motion: Second:

Vote: Ayes - 0; Nays -0; Abstentions – 0

Nicole Porto	(CT LPC 8/29/14-8/31/15)	(Supv-Smith)(Exam-Passed, check intern hrs)
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Action Taken:

Motion: Second:

Vote: Ayes - 0; Nays -0; Abstentions – 0

Robin Switzer	(NVCPCIP 1/23/15)(LPC CO 3/2/11-8/31/15)	(Passed Exam)
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Action Taken:

Motion: Second:

Vote: Ayes - 0; Nays -0; Abstentions – 0

Please note items were tabled until after the lunch break.

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7. The following individuals petition the Board to approve them as a Secondary Supervisor for MFT-Interns.

<u>Supervision Applicant</u>	<u>Equivalence:Course</u>	<u>Insurance</u>	<u>Years Licensed</u>
Coreen Haym MFT	AAMFT-30hr Supv	Yes	4 years

Action Taken: Approve

Motion: Mr. Erik Schoen Second: Ms. Jean Griffin

Vote: Ayes - 5; Nays -0; Abstentions – 1

Passed noting a recusal.

Note the recusal from Dr. Colleen Peterson due to Coreen Haym being a colleague.

9. The following MFT-Interns and CPC-Interns have petitioned the Board for approval of an extension of their internships.

Ms. Mari Beth Bindues	MFT-Intern	8-31-12	(For Possible Action)
Ms. Kelly Root	MFT-Intern	8-31-12	(For Possible Action)
Ms. Dawn Smith	MFT-Intern	8-31-12	(For Possible Action)
Ms. Jaclyn D’Ambrosio	MFT-Intern	12-07-12	(For Possible Action)
Ms. Ada Steppes	MFT-Intern	12-07-12	(For Possible Action)
Ms. Michelle Rodriguez Huerta	CPC-Intern	10-11-13	(For Possible Action)

Action Taken: Approve

Motion: Mr. Erik Schoen Second: Ms. Jean Griffin

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

10. Ms. Linda Herman petitions the Board to accept her Nevada State Background check as sufficient for the background check requirement.

Action Taken: Approve

Motion: Mr. Hal Taylor Second: Ms. Jeanie Griffin

Vote: Ayes 6; Nays - 0; Abstentions – 0

Please note action taken due to extenuating circumstances of fingerprints.

11. Ms. Yorbalinda Dougan petitions the Board to extend her application for licensure one year because she believes her application will expire next month.

Action Taken: Approve her application for 1 additional year.

Motion: Mr. Hal Taylor Second: Ms. Joan Winkler

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

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Please note that this is an extenuating circumstance that will only last one year.

12. Ms. Erin Calahan petitions the Board to allow her to submit intern experience hours that she will earn in the State of Texas toward her Nevada internship.

Action Taken: Deny due to the Board not accepting pre-approvals and Erin Calahan having not yet earned this hours due to the Boa

Motion: Ms. Jean Griffin Second: Mr. Hal Taylor

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

13. Pursuant to NAC 641A.095, the following candidates request permission to retake the national licensure exam.

Ms. Jennifer Huse (For Possible Action)

Action Taken: Approve

Motion: Mr. Erik Schoen Second: Ms. Jean Griffin

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

LUNCH BREAK – 11:10AM -12:10 PM - 1 HOUR

Meeting resumed

14. Dr. Megan Freeman, PhD, NV State Division of Child and Family Services, is requesting guidance pertaining to their MFT/CPC licensees' scope of practice with regard to assigning diagnostic labels within the bounds of Nevada law written in NRS 641A.065.

Action Taken: The boards position is that in light of the provisions in NRS 641A.065 and NRS 641A.080 what has been described in the letter, the board would consider that the items listed are not within the scope of practice that licensees can give behavioral descriptors but they aren't able to diagnose psychotic disorders and that includes but not limited to using the phrases provisional, unspecified or psychotic features

Discussion: Mr. Don Huggins says that he is unsure as to what she is asking aside from the NRS. Dr Colleen Peterson let the Board know the Megan Freeman contacted her first in regards to this and she let her know that this would need to go through the Board to be discussed. Dr. Colleen Peterson states that typically as courtesy to the State the Board simply would give licensees a wave instead of Mr. Erik Schoen asks is this only a discussion item. Dr. Collen Peterson states that yes she is asking for guidance. Mr. Erik Schoen states that he isn't sure if he would be comfortable with applying the provisional specifier or using psychotic features descriptor, he believes we need to be careful and have a bright line with our licensees and interns. Dr. Colleen Peterson states that she believes that is pretty clear that this is out of our scope of practice. Ms Jean Griffin states that it is clear that most of them are interns. Mr. Don Huggins states that in California on the lesser comment that says diagnostic impression or screening including psychiatric nurse or RN can write diagnostic impression

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and such and such, he's not sure if they would want to adopt that here. Dr. Colleen Peterson states that she would need to view that from California.

Motion: Mr. Erik Schoen Second: Mr. Hal Taylor

Vote: Ayes - 6; Nays - 0; Abstentions - 0

16. Ms. Teresa Lloyd, MFT-Intern applicant, petitions the Board to allow her to obtain Primary supervision from Mr. Joe West, LCSW, LADC, due to her extenuating geographical circumstances.

Action Taken: Deny due to not being a Board approved Supervisor as outlined in NAC 641A.182.

Discussion: Mr. Erik Schoen states no ability to approve the supervision. Mr. Erik Schoen gives the suggestions for Teresa Lloyd to look for Primary supervisor with a supervisor who would use be comfortable with using an encrypted platform VC is an example. She could use him as an On-Site Supervisor or Secondary Supervisor; Please find an approved supervisor that would be willing to do supervision. Ms. Joan Winkler states that yes it was done in the past. Mr. Richard Harrison wanted extended background on supervisor. Dr. Collen Peterson states that she would be more comfortable if he was a LCADC. Mr. Erik Schoen reiterates the NAC 641A.182 in regards to Primary Supervision acceptance of a person who is NOT a MFT or CPC.

Motion: Mr. Erik Schoen Second: Ms. Jean Griffin

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

Please note clerical error as Ms. Teresa Lloyd is a CPC intern applicant.

17. The following Primary Supervisors inform the Board of request to terminate Primary internship supervision with their interns.

NOTE: Dr. Colleen Peterson states that she is becoming increasingly aware of the supervisor discomfort with the dissolution process and that the intern can go from one supervisor to another and the concern. She would like to see an agenda item where the Board will explore a policy around the supervisee behavior or the like when a dissolution is in place.

<u>Supervisor</u>	<u>Intern</u>	<u>New Supervisor</u>
Susan Blesch, MFT	Ana Louisa Bracamonte (MFT-Intern)	(Hart)
Susan Blesch, MFT	Caitlin Olsen (MFT-Intern)	(Geldmacher)
Susan Blesch, MFT	Danielle Pokroy-Mizrachi (MFT-Intern)	(Shovlin)
Susan Blesch, MFT	Christel Vincent (MFT-Intern)	(Love)
Christy Cunningham, MFT	Holly Davis (CPC-Intern)	(?)
Michael Freda, MFT	Lindsay Garrison (MFT-Intern/CPC-Intern)	(Hudson)
Karen Giles, MFT	Florence Sweet, (MFT-Intern)	(Fulbrook)

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Mandie Kelel, MFT	Heather Reinarz (MFT-Intern)	(Hold)
Mandie Kelel, MFT	Gianna Russo-Mitma (MFT-Intern)	(Hold)
Lisa Walker, MFT	Nina Austin, MFT-Intern	(Murphy)
Mark Whelchel, MFT	Michelle Strahler (MFT-Intern)	(term)
Karen Giles, MFT	Florence Sweet, MFT-Intern	(Fulbrook)

Action Taken: Approve Supervisor Susan Blesch and her terminations

Motion: Ms. Jean Griffin Second: Mr. Erik Schoen

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

**Separate Action Taken: Approve Michael Fred and Karen Giles' terminations

Motion: Mr. Erik Schoen Second: Mr. Don Huggins

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

**Separate Action Taken: Approve Mandie Kelel terminations

Motion: Ms. Jean Griffin Second: Mr. Don Huggins

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

**Separate Action Taken: Approve Lisa Walker termination

Motion: Mr. Erik Schoen Second: Mr. Don Huggins

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

**Separate Action Taken: Deny Mark Whelchel due to not submitting the proper documentation and not receiving anything from Michelle Strahler.

Discussion: Mr. Erik Schoen states that he remembers from previous meetings that the Board would no longer accept one sided dissolutions unless the Board office had reached out to the intern so that they will know what is going on.

Motion: Ms. Jean Griffin Second: Mr. Richard Harrison

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

**Separate Action Taken: Deny Christy Cunningham due to one-sided dissolution form and no reassurance that Holly Davis was notified.

Motion: Mr. Erik Schoen Second: Ms. Jean Griffin

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Discussion: Mr. Erik Schoen states that he remembers from previous meetings that the Board would no longer accept one sided dissolutions unless the Board office had reached out to the intern so that they will know what is going on.

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

Please note for upcoming agenda Supervisors discomfort with dissolution process. The board should look at a policy for supervisor/supervisee behavior when switching to new supervisor.

Please note Karen Giles was a duplicate. Mentioned in the meeting previously.

4. Approve candidates for licensure as a Clinical Professional Counselors (CPC), CPC-Interim Permit (IP) or CPC-Intern.

Artelia Coleman	(MO LPC 9/26/06-6/30/17)	(Supv-Harris) (No exam-IP, check intern hrs)
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Action Taken: Approve CPC internship with Mr. Harris due to lack of hours for Interim Permit. Motion changed to Approve Ms. Artelia Coleman for Interim Permit

Motion: Mr. Erik Schoen Second: Ms. Jean Griffin

Vote: Ayes - 6; Nays - 0; Abstentions - 0

Morine Fields-Harris	(IL LCPC 6/14/04-3/31/17)	(Exam-Passed)(check intern hrs)
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Action Taken: Approve

Motion: Mr. Erik Schoen Second: Ms. Jean Griffin

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

James Goins	(PA LPC 5/12/15-2/28/17)	(Supv-Zelensky) (No exam-IP, check intern hrs)
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Action Taken: Approve

Motion: Mr. Erik Schoen Second: Mr. Richard Harrison

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

Frederick Lubin	(OH LPCC 5/16/03-5/16/15)	(Supv-Harris) (No exam-IP) (check intern hrs)
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Action Taken: Approve

Motion: Mr. Erik Schoen Second: Ms. Jean Griffin

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

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Heather Perry	(WA MHC 10/20/14-11/13/15)	(Exam-Passed, check intern hrs)
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Action Taken: Deny Full Licensure petition due to not having 3000 hours and only have 2753.95 as required and does not have a Primary Supervisor in order to grant an internship.

Discussion: Dr. Colleen Peterson asks if there is any supporting documentation for the hours that Heather Perry is submitting. Mr. Raymond E. Smith Sr. states that there is only a letter in which she breaks down her hours in percentages. Ms. Joan Winker states that the applicants should be told to turn into the form so that the Board can figure out this information that is needed to be approved. Mr. Erik Schoen asks if the item can be tabled and provide feedback. Dr. Colleen Peterson states that she believes that it should be denied and she can provide more documents or Primary Supervision paperwork.

Motion: Ms. Erik Schoen Second: Mr. Don Huggins

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

Nicole Porto	(CT LPC 8/29/14-8/31/15)	(Supv-Smith)(Exam-Passed, check intern hrs)
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Action Taken: Approve

Motion: Mr. Richard Harrison Second: Ms. Jean Griffin

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

Robin Switzer	(NVCPCIP 1/23/15)(LPC CO 3/2/11-8/31/15)	(Passed Exam)
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Action Taken: Approve

Motion: Mr. Erik Schoen Second: Ms. Jean Griffin

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

BREAK – 5 MINUTES

5. Approve candidates for licensure as a Marriage and Family Therapist (MFT) MFT-Interim Permit or MFT-Intern.

Melanie Jones-Bluford	(CAMFT 5/24/07-10/31/16)	(no Supv)(no exam-IP check intern hrs)
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Action Taken: Denied due to not providing a Supervisor for the Interim Permit Licensure.

Motion: Mr. Erik Schoen Second: Mr. Richard Harrison

Vote: Ayes - 6; Nays - 0; Abstentions – 0

Passed Unanimously

Roberta Downey	(CAMFT 12/15/08-8/31/16)(AKMFT 1/08/15-	(Supv-Norton) (no exam-IP, check
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	12/31/16)	intern hrs)
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Action Taken: Approve earlier in the meeting

Jane-Louise Kingston	(CAMFT 7/06/98-7/31/15)	(Supv-Linaman)(no exam-IP, check intern hrs)
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Action Taken: Approve

Motion: Mr. Erik Schoen Second: Mr. Richard Harrison

Vote: Ayes - 6; Nays - 0; Abstentions – 0

Passed Unanimously

Jinu Niki	(CAMFT 9/18/14-3/31/16)	(Supv-Schwarz)(no exam-IP, check int hrs)
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Action Taken: Approve

Motion: Mr. Erik Schoen Second: Mr. Richard Harrison

Vote: Ayes - 6; Nays - 0; Abstentions – 0

Passed Unanimously

Chrystina Pope	(CAMFT 10/13/14-8/31/16)	(Supv-Linaman)(no exam-IP, check int hrs)
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Action Taken: Approve

Motion: Mr. Erik Schoen Second: Mr. Richard Harrison

Vote: Ayes - 6; Nays - 0; Abstentions – 0

Passed Unanimously

21. The following have submitted plans to be approved by the Board for CPC-Interns and MFT-Interns to engage in private practice and **In-Home Therapy** at facilities without a Licensed Mental Health Professional on the site.

¹ NV State Div Child and Family Services (DCFS)	Jamie Kordich, CPC-Intern	Katherine Mayhew, MFT	Jeanine Wimberly	Yes, Yes, Yes	Yes
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Action Taken: Approve

Motion: Mr. Erik Schoen Second: Ms. Jean Griffin

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

² Pro-Care Hospice and Carousel Pediatrics	Scott Oakley, MFT-Intern	Cindy Hanks, MFT	Ineligible, administrator 3 Doctors, Soc Work	Yes, Yes, ?	
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Action Taken: Approve

Motion: Mr. Hal Taylor Second: Mr. Richard Harrison

Vote: Ayes - 6; Nays -0; Abstentions – 0

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Passed Unanimously

³ NV Behavioral Solutions	Nicole Thomte, MFT-Intern	Gary Waters, MFT	Justin Smith, MFT	Yes, Yes, Yes	Yes
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Action Taken: Deny due to not providing extenuating circumstances.

Discussion: Dr. Colleen Peterson asks if it bothers any of the Board members that it states that Nicole Thomte has a client who has insurance ineligibility, the client has Medicaid and Medicare and an MFT can only see them in the home. Dr. Colleen Peterson states that it seems that the insurance is dictating the mode of services instead of based on the need. Mr. Erik Schoen states that he can see both sides as that the client is comfortable in their environment. Ms. Jean Griffin states that she has heard of this happening in the field before and it is because the payment is higher when done in the home. Ms. Joan Winkler states that we should ask them to provide extenuating circumstances so that the Board will know the exact situation. Dr. Colleen Peterson states that initially the Board wanted them to provide a rationale and a policy, and believes that the Board has been so focused on the policy and forgotten about the rationale or extenuating circumstances. Ms. Rose Marie Reynolds states that she doesn't recall the Board ever asking for a rationale of why they are providing these services, she reads NAC 641A.196(4) and asks if they would be denying this due to not having extenuating circumstances. Mr. Hal Taylor states that he believes the language in the agenda item is too vague to deny based on the extenuating circumstances and that the plan could be approved and ask to provide the circumstances before the next meeting.

Motion: Erik Schoen Second: Ms. Jean Griffin

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

⁴ NV Behavioral Solutions	Kelli Mosley, MFT-Intern	Richard Harrison, MFT	Justin Smith, MFT	Yes, Yes, Yes	Yes
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Action Taken: Deny due to not providing extenuating circumstances.

Discussion: Dr. Colleen Peterson asks if it bothers any of the Board members that it states that Nicole Thomte has a client who has insurance ineligibility, the client has Medicaid and Medicare and an MFT can only see them in the home. Dr. Colleen Peterson states that it seems that the insurance is dictating the mode of services instead of based on the need. Mr. Erik Schoen states that he can see both sides as that the client is comfortable in their environment. Ms. Jean Griffin states that she has heard of this happening in the field before and it is because the payment is higher when done in the home. Ms. Joan Winkler states that we should ask them to provide extenuating circumstances so that the Board will know the exact situation. Dr. Colleen Peterson states that initially the Board wanted them to provide a rationale and a policy, and believes that the Board has been so focused on the policy and forgotten about the rationale or extenuating circumstances. Ms. Rose Marie Reynolds states that she doesn't recall the Board ever asking for a rationale of why they are providing these services, she reads NAC 641A.196(4) and asks if they would be denying this due to not having extenuating circumstances. Mr. Hal Taylor states that he believes the language in the agenda item is too vague to deny based on the extenuating circumstances and that the plan could be approved and ask to provide the circumstances before the next meeting.

Motion: Erik Schoen Second: Ms. Jean Griffin

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Vote: Ayes - 5; Nays -0; Abstentions – 1

Passed Unanimously

Passed noting a recusal

Please note the recusal of Mr. Richard Harrison due to him being Kelly Mosley’s Primary Supervisor.

⁵ Marathon	Irene Kusko, CPC-Intern	Karen Giles	Tabitha Johnson	No, No, Yes	
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Action Taken: Deny

Motion: Ms. Jean Griffin Second: Mr. Don Huggins

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

22. Status on email list for licensees

Discussion: Mr. Raymond E. Smith Sr. stated that the list is near completion and should be complete by the end of September. Dr. Colleen Peterson asks what the process is and what does near completion mean. Mr. Raymond E. Smith Sr. states that he is creating a database and gathering the approval of each licensee in order to be able to release that information.

23. Update on on-line license renewals.

Discussion: Ms Joan Winkler states that it is moving along and they are in their third revision and will hopefully be ready to go by October.

24. Ongoing Performance Evaluation of Executive Director Raymond Smith, including but not limited to potential disciplinary action.

Discussion: Dr. Colleen Peterson states the Executive Director was asked to complete a position description questionnaire which informed the content of the ED evaluation form each member completed an evaluation form at the January the ED was presented with a summary what needed to be taken care of the Board gave the Ed several actions that needed to be addressed and was presented with a below satisfactory performance on April 10, the ED failed to provide the directives during the April meeting and was told to have this to the members for the August meeting this was sent this morning and would like to now give Mr. Raymond E. Smith Sr. to explain. Mr. Erik Schoen asks if they can ask questions on certain items. Dr. Colleen Peterson states that would be fine unless Mr. Raymond E. Smith Sr. had something he would like to discuss. Mr. Raymond E. Smith Sr. states that he does and allow him time to gather those documents. Mr. Raymond E. Smith Sr. states that he sent 2 documents one was the Executive Director Response summary and the second the Board of examiner organizational chart. He states on the last organizational chart that was given the Board asked for more detail and this chart outlines the duties and tasks of each assistant in the office. He states if they are looking for more detail to let him know. Ms. Jean Griffin asked is

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who Part time employee A & B. Mr. Raymond E. Smith Sr. states that part time employee A is Ms. Sherry Rodriguez and Part Time employee B is Ms. Quinn Kennedy. Ms. Joan Winkler asks how often is mail open in the office. Mr. Raymond E. Smith Sr. states that the mail is picked up 3 times a week and opened twice a week. Ms. Joan Winkler asks how this mail process can be changed due to having numerous complaints from interns. Mr. Raymond E. Smith Sr. states that mail is placed into a holding file and that all mail will be filed by Thursday of each week. Mr. Raymond E. Smith Sr. states that Ms. Quinn Kennedy should answer this. Ms. Quinn Kennedy states that a mail log was incorporated in January and that every time mail is picked up it has to be logged in the detailed log. Ms. Joan Winkler asks if an applicant asks if something has been received are we able to confirm. Ms. Quinn Kennedy let her know that yes we are able to confirm it has been received and if not then will take a special trip to the post office. Mr. Erik Schoen states that he is reading letter and ask what the difference is between a Board Office and the Executive Directors office. Mr. Raymond E. Smith Sr. states there are 3 doors in which one where he sits and the other office is where the assistants are. Mr. Don Huggins asks if we need the post office box or can we just have it delivered. Mr. Raymond E. Smith Sr. states that mail can be delivered to the office and we're looking to do this and we would need to change the addresses on all the forms. Mr. Richard Harrison asks if the mail comes directly to the office or a complex mailbox. Mr. Raymond E. Smith Sr. states that it is a complex mailbox. Dr. Colleen Peterson asks where the physical location of the PO Box is. Mr. Raymond E. Smith Sr. states that it is located on, he states he believes East Gate. Ms. Jean Griffin states that the mail can be forwarded for 6 months while the forms are updated. Dr. Colleen Peterson asks if there are any more questions or comments. Mr. Erik Schoen states that he is in favor of chunking this evaluation into separate meetings to make it manageable. Ms. Joan Winkler states that some things rise to the top and feels that we should address it as a whole. Dr. Colleen Peterson states that she feels that the Board has been addressing these issues for 2 years now and one of her concerns is that the appearance of the Board in regards to its competence and its ability to manage itself effectively and when we are charged with protecting the public and we can't seem to get office procedures in place. She also states that she was CC'd on an email in regards to someone who sent mail that needed to be signed for and it was sent back. That leads her to believe that the mail is not being picked up 3 days a week as they have been led to believe. Mr. Hal Taylor asks how long ledgers have been in place and if this is the case how were the documents not included for Roberta Downey from earlier. Mr. Raymond E. Smith Sr. states because it was sent on email and it doesn't get logged. Ms. Joan Winkler asked what an LCB liaison is. Mr. Raymond E. Smith Sr. states that he has discussion with LCB personnel. Dr. Colleen Peterson states that she has some observations and notes she would like to share. She states in regards to the office business hours and on 4/10/15 there was direction given to post hours and she stopped by on 7/19/15 and no hours were posted, but there was an emblem on the window, she stopped by on 7/23/15 and those hours were posted, but it stated on Fridays

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by appointment only and she has concerns in regards to what that means and entails. She states in regards to the voicemail message to acknowledge a high volume of Board business and the voicemail did not reflect that. Dr. Colleen Peterson states that she did observe the log for mail, she states the ED was mandated to keep a running list of future agenda items and was reminded on 7/27 board meeting and reviewed items to be on the 8/28 meeting and the ED stated that he had those items, the 8/28 draft agenda was sent and did not include the 3 times that were asked to be placed on the agenda. In regards to the plan he was directed to get feedback from office staff and he stated that he did and the impression from the office staff was that he didn't, if he did he didn't include it. Dr. Colleen Peterson states that she met with Ms. Quinn Kennedy on 7/23 and provided a copy of the feedback that she and Nisa Lemay typed up and when she asked him why he didn't give this information to the Board and he stated that it was for his information only. Dr. Colleen Peterson asked what things were going well in the office and Ms. Quinn Kennedy stated that the logs were going well and when asked what things were not well she stated that communication between staff and the ED was not clear. Dr. Colleen Peterson states that she gets numerous emails and calls when they can't get through to the Board office and wants answers. She states that Ms. Rose Marie Reynolds and she spend a lot of time on reviewing the agendas to make sure that things are clear for the Board members.

Ms. Jean Griffin states that she appreciates the extra mile that Dr. Colleen Peterson has gone. Mr. Hal Taylor states that he is concerned that the paperwork from staff could have been given to them and had Dr. Colleen Peterson not asked for it they would've not known. Mr. Donald Huggins states that he has been embarrassed to be a part of the Board and he took a phone call from someone and they were complaining about the Board office, he has worked with Mr. Raymond E. Smith Sr. extensively and he wish he could offer more time, he is deeply saddened by everything. Ms. Joan Winkler states that she feels that she is a broken record, but she wants to get material on time so that she can review the items to be prepared for the meetings. Dr. Colleen Peterson states that she has heard and felt the frustration of individual Board members. Ms. Jean Griffin asks if they have the option to look for a new Executive Director. Dr. Colleen Peterson states that they do. Mr. Donald Huggins asks to see if the Board office can be moved to Carson City or Reno. Mr. Erik Schoen states that he thought that teamwork was expressed at previous meetings and he is saddened that this wasn't passed on to the Board office, he believes that we may need to be looking for a new ED. Mr. Richard Harrison asked Mr. Raymond E. Smith Sr. if he heard any new things here today. Mr. Raymond E. Smith Sr. stated that there are somethings that he has heard prior to and some new things. Mr. Richard Harrison states that it is implicated that although he heard these things he just didn't care. Mr. Raymond E. Smith Sr. states that he can see how that is the implication, but it's just that he didn't give things the attention that he should have. Mr. Erik Schoen says if indeed Ms. Quinn Kennedy's feedback is accurate and she gave this to

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you and we specifically asked you for this. Mr. Raymond E. Smith Sr. stated that when he gave his last report that he incorporated it in his report and he didn't use the language to state that 'this is what the staff said'. Dr. Colleen Peterson said that she likes Mr. Raymond E. Smith Sr. and wanted him to succeed and maybe on the error that she would see some change and she was hoping that this meeting would be different, she states that she just can't do this anymore. Mr. Erik Schoen states that the agenda is theoretically so easy to create and he would think that it is relatively easy to track Board members requests. Dr. Colleen Peterson asks at what point 'they say that enough is enough'. Mr. Erik Schoen states that he feels that Mr. Raymond E. Smith Sr. is a nice guy, but when it comes to being an Executive Director they need to be looking for another one. Mr. Hal Taylor states that he's the new guy on the block, but he has noticed during the meeting they spend a lot of time on minutia items when they could be focusing on other things. Dr. Colleen Peterson states that the Board needs to look for a new Executive Director, she states that she is ready to make a motion but wants to give Mr. Raymond E. Smith Sr. an opportunity to give any feedback. Mr. Raymond E. Smith Sr. says thank you for the opportunity and he has worked at a pace to keep things going and unfortunately there are some potential hazards when handling the amount of documents and files and he has worked as hard as he can and long as he can, but appears that hasn't been enough. He has worked hard over these 9 years, but the office continues to grow and they have taken a toll, he thinks that this job is bigger than one person can handle and they will find that they may find that it requires more than one person. It has been his goal to raise the professionalism of the MFT and CPC community and he hope that he has done that, but he understands that the Board is mobbing in another direction and wishes them well. Dr. Colleen Peterson states that based on the feedback and the concern that it isn't working and they have an obligation. She would like to request a motion to seek a new ED. Mr. Erik Schoen states that there may be another way if Mr. Raymond E. Smith Sr. would like to resign before a motion is made. Mr. Raymond E. Smith Sr. say he thanks them for the opportunity to resign but he will leave that to the Board to decide,

Action Taken: Terminate employment with Mr. Raymond E. Smith Sr. as the Executive Director effective immediately. That Mr. Raymond E. Smith Sr. is not visit the office without a Board member present, provide all passwords and cease using company email.

Motion: Mr. Erik Schoen Second: Ms. Jean Griffin

Vote: Ayes - 6; Nays -0; Abstentions – 0

Passed Unanimously

BREAK – 5 MINUTES

Mr. Don Huggins states that he would like Ms. Quinn Kennedy to thinks of things that the Board can assist with.

Dr. Colleen Peterson thanks the Board for their support with this process. She states that the Board will rely on Ms, Quinn Kennedy during this process. She wants to ensure that the

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Board does an adequate search and that they will need to possibly have a quick meeting to discuss these things. Ms. Rose Marie Reynolds states that the interviews will have to be held in a Public meeting setting. Dr. Colleen Peterson states that the Board will give the support that the office needs which includes upping the hours of the staff to keep Board business going.

25. Financial Report
Tabled due to time constraints.
26. Update on Board office handling of informal complaints and discipline cases.
Tabled due to time constraints.
27. Discussion regarding office practices and possible changes related to the handling of informal complaints.
Tabled due to time constraints.
28. Discussion regarding current status of Regulation language for CPC Endorsement (LCB File # R-091-14) and possible changes.
Tabled due to time constraints.
29. Discussion regarding Internship Experience Requirements about what is allowed to count toward internship hours (NAC 641A.146).
Tabled due to time constraints.
30. Discussion regarding Applicant Licensure Interview Process and development of possible policy related to information acquired during the interview
Tabled due to time constraints.
31. Discussion regarding Electronic delivery of clinical services and development of policy related to application materials, including but not limited to degrees, licensure and background checks.
Tabled due to time constraints.
32. Public Comments. No public Comment.
33. Future Meetings Discussion and Dates
 - a. Next Board Meeting scheduled for: September 11, 2015 at 8:00 am
 - b. Next Board Interviews scheduled for:
 - c. Other Discussion Item
34. Adjournment.
Meeting adjourned at 4:15 pm by Dr. Colleen Peterson

Submitted By: _____
Quinn Kennedy, Interim Executive Director

Nevada State Board of Examiners for
Marriage and Family Therapists and
Clinical Professional Counselors
Meeting Minutes – August 28, 2015

- This conference was recorded.

Board Minutes are not subject to revision after approval.

9436 W. Lake Mead Boulevard #11-J, Las Vegas, Nevada 89134