



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

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Colleen Peterson, Ph.D., President  
Joan Winkler, M.A., Vice President  
Richard Harrison, Secretary/Treasurer  
Donald Huggins, Ed.D., Member  
Louise Sutherland, M.Ed., Member  
Erik Schoen, Member  
Katherine Unthank, Ph.D., Member  
Cheryl Musson, Member  
Sean Gamble, Member

Unapproved: 12/14/2012

Approved: 02:22/2013

## MEETING MINUTES

Friday, December 14, 2012  
Nevada State Board of Examiners for Marriage and  
Family Therapists and Clinical Professional Counselors  
9436 West Lake Mead Boulevard #11-J  
Las Vegas, Nevada 89134-8342  
In Reno, Nevada

- I. Call to order/Roll Call – Meeting was called to order at 09:05 A.M. by Dr. Colleen Peterson, President. Also present was Ms. Joan Winkler, Vice President; Mr. Richard Harrison, Secretary/Treasurer; Dr. Donald Huggins, Member; Mr. Erik Schoen, Board Member; Dr. Katherine Unthank, Member; Ms. Rose Marie Reynolds, Deputy Attorney General (DAG) and Raymond E. Smith Sr., Executive Director (ED). There were no public members attending. Ms. Louise Sutherland, Member; Ms. Cheryl Musson, Member; and Ms. Sean Gamble, Member; was absent.
- II. Public Comment – There were no public comments.
- III. Dr. Unthank moved to deny MFT Mr. Ronald Christensen's petition for the Board to accept previous year's renewal payments for 2013 renewal fee. Seconded by Ms. Winkler. Motion passed unanimously.
- IV. Ms. Winkler moved to approve the Meeting Minutes for 6/22/2012. Mr. Schoen seconded. Motion passed unanimously.
- V. Motion made by Mr. Schoen to approve Ms. Robin Feese for full licensure as Clinical Professional Counselor (CPC). Dr. Unthank seconded. Motion passed unanimously.
- VI. Mr. Schoen moved to accept Ms. Amanda Hughes submission to relinquish her marriage and Family therapist internship. The Board wished to encourage Ms. Hughes to reapply in the future when circumstances allow. Seconded by Dr. Unthank. Passed unanimously.

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- VII. Dr. Huggins moved to deny Mr. Ron Shaver petition to become a Primary supervisor to supervise CPC and MFT interns. The Board request documentation that he attended the AAMFT Supervisors' Course. Motion seconded by Dr. Unthank. Mr. Harrison abstained. Motion passed.
- VIII. This item was skipped since Mr. Shaver was not approved for Primary supervision.
- IX. Ms. Winkler moved to approve Ms. Kimberly Brookman's request to switch her Primary and Secondary supervisors retroactively aback to their original assignment prior to the Board's 8/31/12 decision. Motion seconded by Mr. Harrison. Motion passed unanimously.
- X. Ms. Winkler moved to deny CPC-Intern Ms. Mary Aroyan's petition to accept 2258 MFT internship hours earned in California towards her Nevada CPC internship. Seconded by Dr. Huggins. Motion passed unanimously.
- Ms. Winkler moved to accept 1952 of CPC-Intern Ms. Mary Aroyan's MFT internship hours earned in California towards her CPC internship. Motion seconded by Dr. Huggins. Motion passed unanimously.
- XI. Mr. Schoen moved to approve CPC-Intern Ms. Jennifer Stepp's petition for her to accrue additional hours in a private practice setting in addition to her existing site. She is encouraged to submit the proper documentation forms (Licensed Mental Health Professional On-Site) with the required Primary Supervisor's signature on them. Motion seconded by Dr. Unthank. Motion passed.
- XII. The Board can provide no legal advice to Dr. Yolanda Trevino concerning her medical records request issue and suggested she may wish to seek legal counsel.
- XIII. President Peterson instructed the ED to inquire of the Legislative Counsel Bureau (LCB) whether or not the changes made to the regulations changes submitted to LCB were substantive enough to warrant another Workshop or not.
- XIV. This item was tabled until the next Board Meeting.
- XV. The Vice President presented data about the Citizen's Advocacy Center services. Dr. Unthank moved the Board should provide email listing to the public for \$75.00. The Ed was instructed to inform the licensees and present them the chance to opt-out. Seconded by Ms. Winkler. Motion passed unanimously.
- XVI. This item was tabled until the next Board Meeting.
- XVII. This item was tabled until the next Board Meeting.

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- XVIII. Items for future agendas include
- A. The next Board Meeting will be schedule at a later time.
- XIX. Public Comment. – There was no public comment.
- XX. Dr. Unthank motioned to adjourn meeting at 10:10 am.

Submitted By: \_\_\_\_\_  
Raymond E. Smith Sr., Executive Director

- This conference was recorded.

**These Minutes have been approved by the Board and are not subject to revision.**