



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
Jeanne 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:

MEETING MINUTES

Friday, December 18, 2015

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

1. Call to order/Roll Call – Meeting called to order at 8:02 A.M. by Dr. Colleen Peterson, President. This meeting was held by teleconference.

Board Members Present

Colleen Peterson, President
Joan Winkler, Vice President- joined at 8:04 AM
Richard Harrison, Secretary/Treasurer – joined at 8:03 AM
Donald Huggins, Member
Jeanne E. Griffin, Member
John Nixon, Member
Erik Schoen, Member

Board Staff Present

Quinn Kennedy
Sherry Rodriguez

Members Absent

Hal Taylor, Member

Others Present

Ms. Rose Marie Reynolds, Deputy Attorney General (DAG)

2. Public Comment – No public comment.
3. Ms. Katy Steinkamp, MFT, petitions the Board to approve her to supervise a seventh intern.
Motion to deny because according to Ms. Steinkamp's letter, it will take a full year before she has 6 interns: Ms. Jean Griffin Second: Mr. Don Huggins
Vote: Ayes - 5; Nays - 0; Abstentions – 0
Passed Unanimously
4. Approve new interns and internships:

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John Pangallo (CPC-Intern)	Primary – Michael Freda*	Secondary – Leslie Rumph*
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Motion to approve: Mr. Erik Schoen Second: Ms. Jean Griffin

Discussion: Mr. Don Huggins had concern in regards to Mr. Pangallo bringing people into the Board meeting to speak against his former employer and he feels that this was unethical. Suggests that Mr. Pangallo should have another interview to assess the situation further.

Motion Rescinded by Mr. Erik Schoen and Ms. Jean Griffin

Motion to deny with the understanding that Mr. Pangallo will have a second interview: Mr. Don Huggins Second: Ms. Jean Griffin

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

Passed Unanimously

Helen Duerr (MFT-Intern)	Primary – Katy Steinkamp*
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Motion to deny Ms. Duerr’s request due to her supervisor not being approved for 7th intern: Ms. Jean Griffin Second: Mr. Don Huggins

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

Passed Unanimously

5. Approve candidates for licensure as a Clinical Professional Counselor (CPC) or CPC-Interim Permit (IP) or CPC-Intern

Tracey Smith Hassett	(LPC TX 12/9/2010-9/30/2016)	(Exam-Passed) (Chk Int hrs)
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Motion to approve: Mr. Erik Schoen Second: Ms. Jean Griffin

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

Passed Unanimously

Michael Elterman	(NV CPCIP 6/13/2014-1/12/2015) (LCPC CA 9/13/2012-7/31/2016)	(Exam-Passed) (Baldwin)
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Motion to approve: Mr. Erik Schoen Second: Ms. Jean Griffin

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

Passed Unanimously

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

Patricia Hanisee	(NV MFTIP – 06/08/2015) (MFT – CA 1/12/2015-8/31/2016)	(Exam Passed) (Whelchel)
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Motion to approve: Mr. Erik Schoen Second: Ms. Joan Winkler

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

Passed Unanimously

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7. Discussion and decision regarding terms of employment for Executive Director, Sandra Reed.

Dr. Colleen Peterson met with Sandra Reed and Ms. Reed specified that she assumed the job included medical benefits as well as paid time off. Dr. Peterson let her know that the Board would have to discuss that and make a decision. Dr. Peterson asked Sandra Reed to do research and she provided them with PPO and HMO medical package prices. This information was forwarded to the Board members. Dr. Peterson's impression is that she believes that Ms. Reed won't take the position without the medical benefits included or days off. Ms. Jean Griffin asked if it would be appropriate to specify what times of the year wouldn't be a good time to be off. Dr. Colleen Peterson stated that they would be able to specify that like they would with any position and the time off would need to be approved prior to. Mr. Erik Schoen stated that he feels that 6 weeks of requested time off is very generous, he is used to typically seeing 3 weeks total combined.

Brief Interruption: Ms. Rose Marie Reynolds suggested that the Board do roll call again due to someone hanging up during the call. After Ms. Quinn Kennedy did roll call, the Board determined that Ms. Joan Winkler had been disconnected from the call, but there was still the presence of a quorum.

Ms. Rose Marie Reynolds stated that when Ms. Reed is speaking about other boards who participate in all aspects of the state system such as using the state to provide medical benefits for their employees, those are 'larger' boards with more licensees. Smaller boards may have different terms for employment; for instance they may only provide a set amount for an employee's health insurance. The employee would be responsible for finding his or her own coverage and if it is more than the allowed amount the employee would bear that cost.

Ms. Joan Winkler has rejoined the phone conference.

Ms. Rose Marie Reynolds stated that other boards also do different things with respect to vacation, personal and sick days. She stated that one board has no sick days for its employee and the employee gets 8 paid vacation days a year and 8 personal days and if vacation days are unused they can carry them over to the next year. Some boards follow what the state has set up for its employees.

Ms. Jean Griffin asked Dr. Colleen Peterson's sense on if Ms. Reed would decline the position if the requests weren't able to be met. Dr. Colleen Peterson says that she thinks that if the Board give her some of the vacation and personal days it might be fine, but if there isn't any sort of medical they (the Board) may lose her. Mr. Erik Schoen states that he was thinking the same thing and that as a gesture of showing her that they would like to provide her with medical, that they can contribute \$250 towards her medical. With the Board's budget, we can't afford the packages that she has researched. Dr. Colleen Peterson states that she explained to Ms. Reed when discussing the salary that the Board is maxed out with the budget and if we can bring in the revenue and get things streamlined, then the Board would be willing to re-negotiate her salary again in the future, but at this time this is what the Board has agreed upon. Mr. Don Huggins states that he would like to see that additional language because he sees that there is room for savings in the budget. Mr. Erik Schoen that in the future when we possibly have the budget then we can look at this again, but this as good a gesture as what we can offer at this time. Dr. Peterson states that Ms. Reed stated that she

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wouldn't want her salary touched and that she would rather pay more additional out of her pocket for medical.

Action Taken: Approve to offer a \$250 stipend monthly towards health insurance costs.

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

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

Passed Unanimously

Discussion: Mr. Erik Schoen asked if she doesn't used a rollover personal day within 2 years will they expire? Dr. Colleen Peterson stated that typically it would be a maximum that can be rolled over. Ms. Joan Winkler stated that in her previous employment she had 220 days when she left and they only paid a minimal portion of those. Dr. Peterson agreed that with the state she typically has more days left and if she was to leave they wouldn't pay her for those. Ms. Rose Marie Reynolds stated that if that is the intention of the Board, then they would need to state that in their motion. Mr. Erik Schoen asked what she was referring to. Ms Rose Marie Reynolds states that if the Executive Director leaves and she has personal days on the books, will the Board pay her for those or not? Dr. Colleen Peterson states that she would say no. Ms. Jean Griffin asked does the Board want her to be eligible for these days at 6 months? Dr. Colleen Peterson states that she has a 6 month probation for the job, but that they can state that she needs to have a minimal employment time prior to taking these days. The Board agreed on 3 months. Ms. Jean Griffin asked if this would be calendar year or employment year. Dr. Colleen Peterson stated that calendar year would probably be easier. The Board agreed.

Action Taken: Approve to offer 8 vacation days and 8 personal days annually and any unused personal days can be rolled over from one year to the next and the maximum amount of personal days that can be carried over is 20 days. In the event that the Executive Director leaves, she will not be paid for any unpaid personal or vacation days. She will not be able to take personal or vacation days until after 3 months of employment.

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

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

Passed Unanimously

8. Discussion and decision regarding medical benefits for Executive Director, Sandra Reed
Motion to offer a \$250 monthly stipend towards Ms. Reed's health insurance costs: Mr. Erik Schoen Second: Mr. Richard Harrison
Vote: Ayes - 6; Nays - 0; Abstentions - 0
Passed Unanimously
9. Financial Report.
10. Future Meetings Discussion and Dates
 - a. Next Board Meeting scheduled for: None
 - b. Next Board Interviews scheduled for: None

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c. Other Discussion Item: None

11. Public Comments. No public comments.

12. Adjournment.

Meeting adjourned at 8:44 a.m. by Dr. Colleen Peterson

Submitted By: _____
Quinn Kennedy, Interim Executive Director

■ This conference was recorded.

Board Minutes are subject to revision until approved at a Board meeting.

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