

**COUNSELOR, SOCIAL WORKER AND MARRIAGE AND FAMILY THERAPIST
BOARD
COUNSELOR PROFESSIONAL STANDARDS COMMITTEE
MINUTES**

JULY 18TH, 2003

Meeting was called to order by: Dr. Rose Quinones-DelValle at 9:00 a.m.

Members present were: Mr. Michael Davis, Dr. Frank O'Dell, Dr. Rose Quinones-DelValle, Dr. Susan Huss and Mr. Joseph Williams.

Staff present: Ms. Rena Elliott, Ms. Beth Farnsworth, Mr. William Hegarty, Ms. Patricia Miller and Mr. Jason Schutte.

1. **DISCUSSION OF AGENDA:** Mr. Davis moved to accept the agenda as amended, Dr. O'Dell seconded. Carried.
2. **APPROVAL OF May 16th, 2003, MINUTES:** Mr. Davis moved to accept the minutes, Dr. O'Dell seconded. Carried.
3. **APPROVAL LIST FOR PC AND PCC APPLICATIONS:** Mr. Williams moved to approve the list of PC's with the exception of Ms. Nichole Nitschke who will be held until the September meeting for supervision and intern issues, Mr. Davis seconded. Carried. Mr. Williams moved to approve the list for PCC's, Mr. Davis seconded. Carried.
4. **APPROVAL OF LIST FOR INTENT TO DENY, PC, PCC:**

None
5. **ADMINISTRATIVE ASSISTANT REPORT:**

None
6. **INVESTIGATIVE REPORT PRESENTED BY MR. HEGARTY:**
 - a. Mr. Hegarty explained the process of reviewing cases for the new Board Member, Dr. Huss.
 - b. Mr. Hegarty distributed the Board cases for closure.

MOTION: Dr. Quinones-DelValle moved and Mr. Davis seconded the motion that the CPSC go into executive session. Voting Aye: Mr. Davis, Dr. Huss, Dr. O'Dell, Dr. Quinones-DelValle, and Mr. Williams. Voting Nay: None. Motion passes unanimously.

At the conclusion of the discussion the meeting was called back to regular session.

- c. Mr. Davis moved to restart the process for the amended notice of opportunity for Mr. William Moore, Dr. O'Dell seconded. Carried.
- d. Mr. Williams moved to send a letter of understanding to Mr. William Ramsey, Dr. O'Dell seconded. Carried. Mr. Davis abstained.
- e. Mr. Hegarty reported the investigations are two to three months behind, the cases are more complicated and the Unit is traveling alot. Hopefully, another investigator will be hired when the Marriage and Family Therapist Board is up and running.

7. HEARING OFFICER REPORT: None

8. EXECUTIVE DIRECTOR'S REPORT:

- a. Ms. Farnsworth reported four Marriage and Family Therapist Board Members were appointed, Ms. Linda Barson, Mr. Kenneth Trivison, Dr. William Mosier and Dr. Julianne M. Serovich. The Board members will meet August 6, and will probably meet on the off months for a while. The same schedule will be kept on Board days. Ms. Hosom is the staff person for the Marriage and Family Therapist licensees, Ms. Sposito continues on disability, and Ms. Elliott continues to fill in with the assistance of Ms. Hosom. The clerical position is open and when Ms. Sposito's separation date is given, her position can be filled, Ms. Coman is summer help working on filing and audit requests.
- b. Ms. Farnsworth reported the Alliance Training Group was approved for an ethics course and have sent a letter to licensees about the ethical requirements. The renewals will be sent in September if possible. Mr. Hegarty offered to present a program on Ethics.
- c. The new software is almost complete at the Cosmetology Board, the Medical Board is set for July, Sanitation Board for August and OTPTATB for September.
- d. Some correspondence on the ethical requirements was received and will be put on the Full Board agenda to discuss having information to send to individuals.
- e. Ms. Farnsworth reported Mr. Abraham, Mr. Schutte and herself will be attending the CLEAR conference in Toronto in September.

- f. Ms. Farnsworth requested clarification on the policy regarding the provisional license for PCC's.

9. OLD BUSINESS:

- a. Dr. O'Dell read a letter to be sent to Ms. Susan Schaffer, AASCB on Portability Policies and Procedures explaining the Board's view. Mr. Davis moved to send the letter, Mr. Williams seconded. Carried. Ms. Farnsworth will sign the letter and copies will be given to the Committee members.
- b. Mr. Davis is applying for a vacancy on the AASCB to be on the Testing Committee.
- c. Mr. Davis moved to accept and sign a contract for development of the Ohio PCLE test with NBCC and that the test results can be used in other states, Dr. O'Dell seconded. Carried.

10. NEW BUSINESS:

- a. Mr. Davis moved to approve the remediation plans for Ms. Phyllis Lackey, Dr. O'Dell seconded. Carried.
- b. Dr. O'Dell moved to approve Mr. Faun Castleman to take the counselor exam, Mr. Davis seconded. Carried.
- c. Mr. Davis moved to deny Mr. Jason Miller's request and he must take the required courses, also an investigation as to how he is practicing will be started, Dr. O'Dell seconded. Carried.
- d. Dr. O'Dell moved to deny Ms. Aileen Adams request and she must find a PCC supervisor, Mr. Davis seconded. Carried. Dr. Huss abstained.
- e. Dr. O'Dell moved to request a supervisor verification from Ms. Erica McDonnell, Mr. Davis seconded. Carried.
- f. Dr. O'Dell moved to deny requests from Mr. Robert Pruitt, Mr. Mulk Raj, Ms. Roma Raj and Mr. Adam Zambetti, Mr. Davis seconded. Carried. Dr. Huss abstained.
- g. Dr. O'Dell complimented Ms. Elliott on the kind, positive way she handles the calls and complaints of the counseling department.
- h. Ms. Farnsworth is very pleased with Ms. Elliott and Ms. Hosom. Mr. Davis complimented Ms. Hosom and Ms. Holleman for their work on the phones. Ms. Farnsworth also complimented Ms. Holleman on her work on the phones.
- i. Mr. Davis moved to allow Mr. Thomas Pokorny to review his exam with a staff person present, but no pencils, questions or copying of the exam, Dr. O'Dell seconded. Carried. Dr. Huss abstains.

- j. Dr. O'Dell reported on the program reviews, the OSU mailing and a time line for comments. The Board members will review school programs and table till September to discuss protocol.
- k. Dr. O'Dell welcomed Dr. Huss.

11. ADJOURNED:

Mr. Davis moved, Dr.O Dell seconded. Carried.

Dr. Quinones-DelValle
Chairperson