



**VIRTUAL TELECONFERENCE
PROFESSIONAL COUNSELOR SECTION**

**MARRIAGE AND FAMILY THERAPY, PROFESSIONAL COUNSELING AND SOCIAL
WORK EXAMINING BOARD**

Room 121A, 1400 East Washington Avenue, Madison

Contact: Dan Williams (608) 266-2112

July 15, 2016

The following agenda describes the issues that the Section plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Section. A quorum of the MPSW Joint Board may be present.

AGENDA

2:30 P.M.

CALL TO ORDER – ROLL CALL – OPEN SESSION

- A. Adoption of the Agenda (1-2)**
- B. Approval of the Minutes of December 21, 2015 (3-5)**
- C. Administrative Matters – Discussion and Consideration**
 - 1) Staff Updates
 - 2) Board Member – Term Expiration Date
 - a. Allison Gordon – 7/1/2018
 - b. Charles Lindsey – 7/1/ 2016
 - c. John Reinemann – 7/1/2019 (*appointed, not yet confirmed*)
 - d. PC Professional Member – **Vacancy**
- D. Delegation of Disciplinary Authority – Discussion and Consideration**
- E. Discussion and Consideration of Items Received After Preparation of the Agenda:**
 - 1) Introductions, Announcements and Recognition
 - 2) Administrative Updates
 - 3) Education and Examination Matters
 - 4) Credentialing Matters
 - 5) Practice Matters
 - 6) Legislation and Administrative Rule Matters
 - 7) Liaison Reports
 - 8) Informational Items
 - 9) Disciplinary Matters
 - 10) Presentations of Petitions for Summary Suspension
 - 11) Presentation of Proposed Stipulations, Final Decisions and Orders
 - 12) Presentation of Proposed Decisions
 - 13) Petitions for Re-Hearing
 - 14) Petitions for Assessments

- 15) Petitions to Vacate Orders
- 16) Petitions for Designation of Hearing Examiner
- 17) Requests for Disciplinary Proceeding Presentations
- 18) Petitions
- 19) Appearances from Requests Received or Renewed
- 20) Speaking Engagement(s), Travel, or Public Relation Request(s)

F. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).

G. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) Division of Legal Services and Compliance (DLSC) Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petitions for Summary Suspensions
- 7) Proposed Stipulations, Final Decisions and Order
- 8) Administrative Warnings
- 9) Proposed Decisions
- 10) Matters Relating to Costs
- 11) Petitions for Extension of Time
- 12) Proposed Interim Orders
- 13) Petitions for Assessments and Evaluations
- 14) Petitions to Vacate Orders
- 15) Remedial Education Cases
- 16) Motions
- 17) Petitions for Re-Hearing
- 18) Appearances from Requests Received or Renewed

H. Consulting with Legal Counsel

RECONVENE INTO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

Voting on Items Considered or Deliberated on in Closed Session, If Voting is Appropriate

ADJOURNMENT

The next scheduled meeting is October 24, 2016.

**PROFESSIONAL COUNSELORS SECTION
MEETING MINUTES
DECEMBER 21, 2015**

PRESENT: Melissa Gendreau (*via GoToMeeting*), Allison Gordon, Charles Lindsey

STAFF: Dan Williams – Executive Director, Samantha Weishan – Bureau Assistant, Sharon Henes – Rules Coordinator, and other DSPS Staff

CALL TO ORDER

Allison Gordon called the meeting to order at 8:32 a.m. A quorum of three (3) members was confirmed.

ADOPTION OF AGENDA

MOTION: Charles Lindsey moved, seconded by Melissa Gendreau, to approve the agenda as published. Motion carried unanimously.

APPROVAL OF THE MINUTES

August 11, 2015

MOTION: Charles Lindsey moved, seconded by Melissa Gendreau, to approve the minutes of August 11, 2015 as published. Motion carried unanimously.

October 21, 2015:

MOTION: Charles Lindsey moved, seconded by Melissa Gendreau, to approve the minutes of October 21, 2015 as published. Motion carried unanimously.

LEGISLATIVE AND ADMINISTRATIVE RULE MATTERS

MPSW 10, 11, 12, 14 Relating to Licensure, Education, Exam, and Supervised Practice

MOTION: Charles Lindsey moved, seconded by Melissa Gendreau, to authorize the Chair to approve the preliminary rule draft of MPSW 10, 11, 12, 14, relating to Licensure, Education, Exam, and Supervised Practice, for posting of economic impact comments and submission to the Clearinghouse. Motion carried unanimously.

CLOSED SESSION

MOTION: Charles Lindsey moved, seconded by Melissa Gendreau, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85 (1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (ss.19.85(1)(b), Stats. and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and, to confer with legal counsel (s.19.85(1)(g), Stats.). Allison Gordon read the language of the motion. The

vote of each member was ascertained by voice vote. Roll Call Vote: Melissa Gendreau – yes; Allison Gordon – yes; Charles Lindsey – yes. Motion carried unanimously.

At this time, all external communication contacts were terminated for purposes of going into Closed Session.

The Section convened into Closed Session at 10:22 a.m.

RECONVENE TO OPEN SESSION

MOTION: Charles Lindsey moved, seconded by Melissa Gendreau, to reconvene into Open Session. Motion carried unanimously.

The Section reconvened into Open Session at 11:12 a.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Charles Lindsey moved, seconded by Melissa Gendreau, to affirm all motions made and votes taken in Closed Session. Motion carried unanimously.

DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

Administrative Warnings

15 CPC 018 – C.F.G.

MOTION: Melissa Gendreau moved, seconded by Charles Lindsey, not to issue an Administrative Warning in the matter of DLSC case number 15 CPC 018 (C.F.G.), and to refer back to DLSC for further consideration. Motion carried unanimously.

15 CPC 026 – L.R.H.

MOTION: Charles Lindsey moved, seconded by Melissa Gendreau, to issue an Administrative Warning in the matter of DLSC case number 15 CPC 026 (L.R.H.). Motion carried unanimously.

15 CPC 028 – J.L.O.

MOTION: Melissa Gendreau moved, seconded by Charles Lindsey, to issue an Administrative Warning in the matter of DLSC case number 15 CPC 028 (J.L.O.). Motion carried unanimously.

Proposed Stipulation(s), Final Decision(s) and Order(s)

14 CPC 013 – S.C.D.

MOTION: Charles Lindsey moved, seconded by Melissa Gendreau, to accept the Findings of Fact, Conclusions of Law, and Order in the matter of disciplinary

proceedings against Suzette C. Diederich, DLSC case numbers 14 CPC 013.
Motion carried unanimously.

14 CPC 039 – D.J.M.

MOTION: Melissa Gendreau moved, seconded by Charles Lindsey, to accept the Findings of Fact, Conclusions of Law, and Order in the matter of disciplinary proceedings against David J. MacIntyre, DLSC case number 14 CPC 039.
Motion carried unanimously.

ADJOURNMENT

MOTION: Melissa Gendreau moved, seconded by Charles Lindsey, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:19 a.m.

DRAFT