

**PROFESSIONAL COUNSELORS SECTION
MEETING MINUTES
APRIL 11, 2011**

PRESENT: Nancy Clark, Charles Lindsey, Leslie Mirkin

EXCUSED: None.

STAFF: Dan Williams, Bureau Director; Colleen Baird, Legal Counsel; Kimberly Wood, Bureau Assistant and other DRL Staff

GUESTS: Tammy Scheidegger, Mount Mary College

CALL TO ORDER

Charles Lindsey, Chair, called the meeting to order at 9:07 a.m. A quorum of three (3) members was present.

APPROVAL OF AGENDA

Amendments to the Agenda:

- Item "F" (closed session) **REMOVE** the item titled "Education and Examination Matters or Any Received After Printing of the Agenda/# 2. S.O. – Continuing Education Extension Request"

MOTION: Leslie Mirkin moved, seconded by Nancy Clark, to approve the April 11, 2011 agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES

Meeting Minutes of January 11, 2011

MOTION: Nancy Clark moved, seconded by Leslie Mirkin, to approve the minutes of January 11, 2011 as published. Motion carried unanimously.

Application Review Meeting Minutes of March 4, 2011

MOTION: Leslie Mirkin moved, seconded by Nancy Clark, to approve the minutes of March 4, 2011 as published. Motion carried unanimously.

ELECTION OF SECTION VICE CHAIR FOR 2011

The Section deferred this election until its existing vacancy is filled.

SECTION APPOINTMENTS

Charles Lindsey, Chair, made the following updates to the 2011 Section appointments:

- Examination Liaison: Charles Lindsey
- Division of Enforcement Monitoring Liaison – Alternate: An alternate was not appointed at this time.
- Professional Assistance Procedure (PAP): Leslie Mirkin
- Practice Question Liaison: Charles Lindsey
- Screening Panel: Nancy Clark, Leslie Mirkin

ADMINISTRATIVE REPORT

Dan Williams informed the Section of the status of appointments to vacant position.

MOTION: Nancy Clark moved, seconded by Leslie Mirkin, to authorize Charles Lindsey to contact Khyana Pumphrey inquiring of her interest for reapplication to the Board. Motion carried unanimously.

Dan Williams provided administrative updates on the following matters.

- Travel policy: No out of state travel will be approved for 2011.
- Change to minute format: Minutes will reflect action items only.
- Division of Enforcement (DOE) Case Advisor Training: This training will be held on May 19, 2011.
- The Section was informed that Chris Wolle has been appointed as Administrator of the DOE.
- Jack Zwieg, DOE Attorney, will be retiring in July 2011.

PRESENTATION OF PROPOSED STIPULATION(S) OR ANY RECEIVED AFTER THE MAILING OF THE AGENDA

Jacqueline L. Nordbo, LPC (DOE Case # 10 CPC 014)

Jim Polewski, DOE Attorney, presented the proposed stipulation in the matter of Jacqueline L. Nordbo, LPC (DOE Case # 10 CPC 014). This matter will be deliberated in closed session.

Cynthia Ziebell, LPC (DOE Case # 09 CPC 038)

Jim Polewski, DOE Attorney, presented the proposed stipulation in the matter of Cynthia Ziebell, LPC (DOE Case # 09 CPC 038). This matter will be deliberated in closed session.

STATUS OF RULES & STATUTES, COURT CASES & CASES IN HEARING

Colleen Baird informed the Section that it does not currently have any cases in court.

SECTION REVIEW AND CONSIDERATION OF APPROVAL OF MOUNT MARY COLLEGE'S REVISED CURRICULUM

Tammy Scheidegger, Mount Mary College, appeared before the Section in support of the revised curriculum submitted to the Section for approval.

MOTION: Leslie Mirkin moved, seconded by Nancy Clark, to provide pre-approval for Mt. Mary College's revised M.S. in Counseling Program-Community Counseling Concentration (48 hours), and the M.S. in Counseling Program-Clinical Mental Health Concentration (60 hours). Motion carried unanimously.

EDUCATIONAL REQUIREMENTS TOWARD LICENSURE – CHARLES LINDSEY

The Section discussed its pursuit of increased hour requirements and the possibility of implementing a tiered licensure system based upon the number of program credits obtained.

MOTION: Nancy Clark moved, seconded by Charles Lindsey, to authorize Charles Lindsey to move forward in organizing a taskforce consisting of a diversified group of individuals from counseling or counseling related backgrounds in Wisconsin. The Section would like for the taskforce to convene by the end of the summer 2011 and a report at its October meeting. Motion carried unanimously.

CLASS 1 HEARINGS ON DENIAL OF APPLICATIONS FOR LICENSURE

11:00 A.M. Appearance: Hearing on the Denial of the Application for Professional Counselor Training License of Jessica Holton

Jessica Holton appeared before the Section to support her appeal of the denial of her application for a professional counselor training license. The Section will deliberate on this issue in closed session.

11:20 A.M. Appearance: Hearing on the Denial of the Application for Professional Counselor Training License of Brenda Schultz

Brenda Schultz appeared before the Section to support her appeal of the denial of her application for a professional counselor training license. The Section will deliberate on this issue in closed session.

11:40 A.M. Appearance: Hearing on the Denial of the Application for Professional Counselor Training License of John Flynn

John Flynn appeared before the Section to support his appeal of the denial of his application for a professional counselor training license. The Section will deliberate on this issue in closed session.

12:00 P.M. Appearance: Hearing on the Denial of the Application for Professional Counselor Training License of Mara Bach

Mara Bach appeared before the Section with Attorney Daniel Bach, in support of her appeal of the denial of her application for a professional counselor training license. The Section will deliberate on this issue in closed session.

SECTION DISCUSSION OF SUPERVISORY STANDARDS

Consideration and Review of Supervisory Attestation Form Drafted by Khvana Pumphrey (Former Section Member)

MOTION: Leslie Mirkin moved, seconded by Nancy Clark, to defer discussion of this topic until a future meeting. Motion carried unanimously.

SECTION DISCUSSION AND RECOMMENDATIONS FOR CHANGES TO MPSW 1.09, WIS. ADMIN. CODE

MOTION: Leslie Mirkin moved, seconded by Nancy Clark, to defer discussion of this topic until a future meeting. Motion carried unanimously.

INFORMATIONAL ITEMS

The Section indicates that the topic of life coaching be brought to each of the Joint Board Section's at a future meeting.

CLOSED SESSION

MOTION: Nancy Clark moved, seconded by Leslie Mirkin, to convene to closed session pursuant to Wisconsin State statutes 19.85(1)(a)(b)(f) and (g), to consult with legal counsel to deliberate on proposed stipulations, deliberate on administrative warnings, deliberate on monitoring issues, application review, monitoring report and DOE case status reports. Roll Call Vote: Nancy Clark-yes; Charles Lindsey-yes and Leslie Mirkin-yes. Motion carried unanimously.

The Board convened into Closed Session at 1:12 p.m.

RECONVENE TO OPEN SESSION

MOTION: Nancy Clark moved, seconded by Leslie Mirkin, to reconvene into open session. Motion carried unanimously.

The Board reconvened into Open Session at 3:29 p.m.

**VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION, IF
VOTING IS APPROPRIATE**

**EDUCATION AND EXAMINATION MATTERS OR ANY RECEIVED AFTER
PRINTING OF THE AGENDA**

J.L. – Continuing Education Waiver/Extension Request

MOTION: Leslie Mirkin moved, seconded by Nancy Clark, to grant an extension of time for J.L. to complete 30 continuing education hours towards the 2009-2011 biennium with a deadline of 2/28/2012, at which time he must submit evidence of completing this requirement. The Section reminds this applicant that the 30 continuing education hours for the 2011-2013 biennium must be completed prior to 2/28/2013. Motion carried unanimously.

D.R. – Continuing Education Waiver/Extension Request

MOTION: Leslie Mirkin moved, seconded by Nancy Clark, to grant an extension of time for D.R. to complete 30 continuing education hours towards the 2009-2011 biennium with a deadline of 12/31/2011, at which time she must submit evidence of completing this requirement. The Section reminds this applicant that the 30 continuing education hours for the 2011-2013 biennium must be completed prior to 2/28/2013. Motion carried unanimously.

DELIBERATION ON CLASS 1 HEARINGS FOR APPLICATION DENIALS

Jessica Holton – Professional Counselor Training License

MOTION: Nancy Clark moved, seconded by Leslie Mirkin, that based upon the information presented, the Section approves the application of Jessica Holton and grants her a professional counselor license. Motion carried unanimously.

Brenda Schultz – Professional Counselor Training License

MOTION: Nancy Clark moved, seconded by Leslie Mirkin, that based upon the information presented, the Section approves the application of Brenda Schultz and grants her a professional counselor license. Motion carried unanimously.

John Flynn – Professional Counselor Training License

MOTION: Nancy Clark moved, seconded by Leslie Mirkin, that based upon the information presented, the Section approves the application of John Flynn and grants him a professional counselor license. Motion carried unanimously.

Mara Bach – Professional Counselor Training License

MOTION: Nancy Clark moved, seconded by Leslie Mirkin, that based upon the information presented, the Section approves the application of Mara Bach and grants her a professional counselor license. Motion carried unanimously.

DELIBERATION OF PROPOSED STIPULATIONS OF ANY RECEIVED AFTER MAILING OF THE AGENDA

Jacqueline L. Nordbo, LPC (DOE Case # 10 CPC 014)

MOTION: Nancy Clark moved, seconded by Leslie Mirkin, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Jacqueline L. Nordbo, LPC (DOE Case # 10 CPC 014). Motion carried unanimously.

Cynthia Ziebell, LPC (DOE Case # 09 CPC 038)

MOTION: Nancy Clark moved, seconded by Leslie Mirkin, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Cynthia Ziebell, LPC (DOE Case # 09 CPC 038). Motion carried unanimously.

DELIBERATION OF PROPOSED ADMINISTRATIVE WARNING(S) OR ANY SIGNED AFTER THE MAILING OF THE AGENDA

10 CPC 012

MOTION: Nancy Clark moved, seconded by Leslie Mirkin, to issue an administrative warning in the matter of case number 10 CPC 012. Motion carried unanimously.

DELIBERATION OF PETITIONS FOR RE-HEARINGS THAT MAY BE SIGNED AFTER THE MAILING OF THE AGENDA

DIVISION OF ENFORCEMENT

Case Status Report

The Section reviewed a report detailing its pending enforcement cases.

Case Closings

10 CPC 020

MOTION: Nancy Clark moved, seconded by Leslie Mirkin, to close case 10 CPC 020 against both respondents for insufficient evidence. Motion carried unanimously.

10 CPC 024

MOTION: Nancy Clark moved, seconded by Leslie Mirkin, to close case 10 CPC 024 for no violation. Motion carried unanimously.

**APPROVAL OF APPLICATIONS
LPC FILE REVIEW 4/11/2011**

EDUCATION (11)

Fisher, Rachael	Approved
Haen, Robert	Approved
Henriksen, Clare	Denied
Kryshak, Kari	Approved
Martin, Marcus	Approved
Matthias, Rebecca	Approved
Millard-Schmitz, Jennifer	Approved
Mueller, Andrea	Approved
Pudwill, Kimberly	Approved
Schmidt, Danielle	Approved
Star, Terry	Approved

HOURS (1)

Moglowksy, Keith	Denied
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RECIPROCITY (8)

Anderson, Erin	Approved
Arvoy, Ann	Approved
Barker, Randy	Approved
Corzo, Irene	Approved
Jenkins, Christine	Approved
McGlasson, Terry	Approved
Rudolph, Rebecca	Approved
Vander Whitte, Janine	Approved

TRAINING LICENSE EXTENSION (2)

Haskins, Merrie	Approved (Until 12/31/11)
Lynch, Wendy	Approved (Until 4/11/13, need action plan by 5/11/11 & 30 CE hours by 4/11/13)

TRAINING LICENSE BACKDATE (1)

Moglowksy, Keith	Denied
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MOTION: Nancy Clark moved, seconded by Leslie Mirkin, to approve the applications approved, deny the applications denied, and to request further information on applications where needed. Motion carried unanimously.

ADJOURNMENT

MOTION: Leslie Mirkin moved, seconded by Nancy Clark, to adjourn the meeting.
Motion carried unanimously.

The meeting adjourned at 3:32 p.m.