



**VIRTUAL/TELECONFERENCE
PROFESSIONAL COUNSELOR SECTION
MARRIAGE AND FAMILY THERAPY, PROFESSIONAL COUNSELING, AND
SOCIAL WORK EXAMINING BOARD
Virtual, 4822 Madison Yards Way, Madison
Contact: Christine Poleski (608) 266-2112
October 13, 2020**

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 description of the actions of the Section.

AGENDA

9:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A. Adoption of Agenda (1-3)**
- B. Approval of Minutes of July 21, 2020 (4-7)**
- C. Conflicts of Interest
- D. Administrative Matters**
 - 1) Department, Staff, and Board Updates
 - 2) Board Member – Term Expiration Date
- E. Credentialing Matters: Licensed Professional Counselor in Training – Renewal Requirements**
- F. COVID-19 – Discussion and Consideration**
- G. Administrative Rule Matters – Discussion and Consideration
 - 1) Pending or Possible Rulemaking Projects
- H. Discussion and Consideration on Items Added After Preparation of Agenda
 - 1) Introductions, Announcements and Recognition
 - 2) Nominations, Elections, and Appointments
 - 3) Administrative Matters
 - 4) Election of Officers
 - 5) Appointment of Liaisons and Alternates
 - 6) Delegation of Authorities
 - 7) Education and Examination Matters
 - 8) Practice Matters
 - 9) Administrative Rule Matters
 - 10) Legislative and Policy Matters

- 11) Liaison Reports
- 12) Board Liaison Training and Appointment of Mentors
- 13) Informational Items
- 14) Division of Legal Services and Compliance (DLSC) Matters
- 15) Presentations of Petitions for Summary Suspension
- 16) Petitions for Designation of Hearing Examiner
- 17) Presentation of Stipulations, Final Decisions and Orders
- 18) Presentation of Proposed Final Decisions and Orders
- 19) Presentation of Interim Orders
- 20) Petitions for Re-Hearing
- 21) Petitions for Assessments
- 22) Petitions to Vacate Orders
- 23) Requests for Disciplinary Proceeding Presentations
- 24) Motions
- 25) Petitions
- 26) Appearances from Requests Received or Renewed
- 27) Speaking Engagements, Travel, or Public Relation Requests, and Reports

I. 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.).

J. Deliberation on DLSC Matters

- 1) Administrative Warnings**
 - a. 18 CPC 010 – R.J.A. **(8-9)**
- 2) Case Closings**
 - a. 18 CPC 028 – T.L.Z. **(10-14)**
 - b. 19 CPC 033 – N.W. **(15-22)**
 - c. 19 CPC 038 – J.R. **(23-28)**
- 3) Deliberation on Proposed Stipulations, Final Decisions and Orders**
 - a. 18 CPC 070 – Rosemary O’Connor, LPC, CSAC **(29-34)**
 - b. 19 CPC 070 – Kate S. Anzia, LPC **(35-39)**
 - c. 20 CPC 029 – Kade R. Waldhart, LPC-IT **(40-45)**

K. Report on Action by Chief Legal Counsel on Case Closings

- 1) 17 CPC 053 – J.T.C.

L. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) DLSC Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petitions for Summary Suspensions
- 7) Petitions for Designation of Hearing Examiner
- 8) Proposed Stipulations, Final Decisions and Orders

- 9) Proposed Interim Orders
- 10) Administrative Warnings
- 11) Review of Administrative Warnings
- 12) Proposed Final Decisions and Orders
- 13) Matters Relating to Costs/Orders Fixing Costs
- 14) Case Closings
- 15) Board Liaison Training
- 16) Petitions for Assessments and Evaluations
- 17) Petitions to Vacate Orders
- 18) Remedial Education Cases
- 19) Motions
- 20) Petitions for Re-Hearing
- 21) Appearances from Requests Received or Renewed

M. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

N. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

O. Open Session Items Noticed Above Not Completed in the Initial Open Session

ADJOURNMENT

NEXT MEETING: TBD

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 4822 Madison Yards Way, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Requests for interpreters for the deaf or hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer, 608-266-2112, or the Meeting Staff at 608-266-5439.

**TEELCONFERENCE/VIRTUAL
PROFESSIONAL COUNSELOR SECTION
MEETING MINUTES
JULY 21, 2020**

PRESENT: Cynthia Brown, Tammy Scheidegger, Andrea Simon

EXCUSED: Kathleen Miller

STAFF: Christian Albouras, Executive Director; Christine Poleski, Executive Director; Jameson Whitney, Legal Counsel; Jon Derenne, Rules Coordinator; Daniel Betekhtin, Bureau Assistant; Kimberly Wood, Program Assistant Supervisor-Adv. and other DSPS Staff

CALL TO ORDER

Tammy Scheidegger, Chairperson, called the meeting to order at 10:23 a.m. A quorum of three (3) members was confirmed.

ADOPTION OF AGENDA

MOTION: Cynthia Brown moved, seconded by Andrea Simon, to adopt the Agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF APRIL 14, 2020

MOTION: Andrea Simon moved, seconded by Cynthia Brown, to approve the Minutes of April 14, 2020 as published. Motion carried unanimously.

DIVISION OF LEGAL SERVICES AND COMPLIANCE MATTERS

Proposal to Utilize Case Advisors

MOTION: Andrea Simon moved, seconded by Cynthia Brown, to accept the proposal to utilize case advisors. Motion carried unanimously.

CLOSED SESSION

MOTION: Andrea Simon moved, seconded by Tammy Scheidegger, 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 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.). Tammy Scheidegger, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Cynthia Brown-yes; Tammy Scheidegger-yes; and Andrea Simon-yes. Motion carried unanimously.

The Section convened into Closed Session at 11:20 a.m.

CREDENTIALING MATTERS

Application Review

Sarah A. Brewster – Professional Counselor Training License Applicant

MOTION: Cynthia Brown moved, seconded by Andrea Simon, to deny the Professional Counselor Training License application of Sarah A. Brewster. **Reason for Denial:** does not meet standards under MPSW 14.01(2)(d) and (f). Motion carried unanimously.

Jovid Schuette – Professional Counselor Applicant

MOTION: Tammy Scheidegger moved, seconded by Andrea Simon, to table the matter concerning Jovid Schuette and to designate the Credentialing Liaison to take further action in consultation with Board Legal Counsel. Motion carried unanimously.

DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

Administrative Warnings

18 CPC 040 – J.B.H.

MOTION: Tammy Scheidegger moved, seconded by Cynthia Brown, to issue an Administrative Warning in the matter of J.B.H., DLSC Case Number 18 CPC 040. Motion carried unanimously.

Case Closings

MOTION: Tammy Scheidegger moved, seconded by Andrea Simon, to close the following DLSC Cases for the reasons outlined below:

1. 17 CPC 022 – N.L.H. & S.A.S. – Insufficient Evidence
2. 17 CPC 037 – N.L.H. & S.M. – Insufficient Evidence
3. 18 CPC 005 – R.T.S. – Insufficient Evidence
4. 18 CPC 053 – B.L.S.L. – Insufficient Evidence
5. 19 CPC 002 – M.L.C. – Insufficient Evidence
6. 19 CPC 003 – D.L.L. – Prosecutorial Discretion (P5)
7. 19 CPC 025 – B.L.S.L. – Insufficient Evidence
8. 20 CPC 009 – M.C. – Insufficient Evidence

Motion carried unanimously.

17 CPC 053 – J.T.C.

MOTION: Tammy Scheidegger moved, seconded by Cynthia Brown, to delegate to DSPS Chief Legal Counsel the Board's authority to preside over and resolve the matter of disciplinary proceedings against J.T.C., DLSC Case Number 17 CPC 053. Motion carried unanimously.

Proposed Stipulations, Final Decisions and Orders

MOTION: Tammy Scheidegger moved, seconded by Andrea Simon, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against:

1. 17 CPC 043 – Christine A. Ellis, LPC
2. 18 CPC 032 – Keith F. Iris, Jr., LPC
3. 18 CPC 036 – Susan M. Sebastian, LPC, CSAC, ICS
4. 18 CPC 037 – Peggy A. Horon, LPC
5. 18 CPC 051 – Steve A. Shefchik, LPC
6. 18 CPC 055 – Mark C. Rossano, LPC, SAC
7. 18 CPC 060 – Risa L. Janowski, LPC
8. 19 CPC 057 – Kaz W. Conrad, LPC
9. 20 CPC 008 – Lisa R. Hergert, LPC

Motion carried unanimously.

RECONVENE TO OPEN SESSION

MOTION: Cynthia Brown moved, seconded by Andera Simon, to reconvene into Open Session. Motion carried unanimously.

The Section reconvened into Open Session at 11:55 a.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Tammy Scheidegger moved, seconded by Andrea Simon, to affirm all motions made and votes taken in Closed Session. Motion carried unanimously.

ADJOURNMENT

MOTION: Cynthia Brown moved, seconded by Andrea Simon, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 12:01 p.m.