



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MIKE ZIMMER
DIRECTOR

MICHIGAN BOARD OF COUNSELING MARCH 4, 2016 MEETING

APPROVED MINUTES

In accordance with the Open Meetings Act, 1976 PA 267, as amended, the Michigan Board of Counseling met on March 4, 2016, at the Ottawa Building, Conference Room 4, 611 West Ottawa Street, Lansing, Michigan 48933.

CALL TO ORDER

Patrick Munley, Ph.D., Chairperson, called the meeting to order at 9:58 a.m.

ROLL CALL

Members Present: Patrick Munley, Ph.D., L.P.C., Chairperson
Gerald Papazian, C.A.A.D.C., L.P.C., Vice-Chairperson
Robyn Emde, L.P.C.
Carol Giacoletto, Public Member (by telephone)
Diane Parfitt, Ph.D.
Jana Simmons, Public Member

Members Absent: Katie Bozek, Ph.D., LMFT
Tracey Galgoci, M.A., L.P.C., N.C.C.
Sara Kruse, Public Member
Kimberly Easterle Mattes, Public Member
LuAnn Sawdey-Roberts, C.R.C., L.P.C.

Staff Present: Erin Londo, Board Support, Boards and Committees Section
Michael Siracuse, Policy Analyst, Boards and Committees Section
Kerry Przybylo, Policy Analyst, Boards and Committees Section
Pamela Millben, Enforcement Analyst
Linda Clewley, Manager, Licensing Division

APPROVAL OF AGENDA

MOTION by Emde, seconded by Papazian, to approve the agenda as presented.

A voice vote was taken.

MOTION PREVAILED

APPROVAL OF MINUTES

MOTION by Papazian, seconded by Simmons, to approve the minutes from September 4, 2015 as presented.

A voice vote was taken.

MOTION PREVAILED

REGULATORY CONSIDERATIONS

Brenda Sue O'Brien, LPC, LLP – Reinstatement

MOTION by Papazian, seconded by Parfitt, to grant reinstatement. Licensure is limited for one year with monthly general supervisor reports, supervisor to be pre-approved by the Board Chair or designee, probation for one year with employer monthly reports and automatic reclassification. Reduction of limitation and probation does not begin until employment as an LPC begins.

Discussion was held.

A roll call vote followed: **Yeas – Emde, Giacoletto, Parfitt, Simmons,
Papazian, Munley**
Nays - None

MOTION PREVAILED

OLD BUSINESS

None

NEW BUSINESS

Update on Procedures and Timelines for Processing Licensing Requests

Linda Clewley, Licensing Manager reported that the processing time for licensing applications is down to 13 business days, a reduction from previous years. There are several factors which could contribute to delays, including a delay in fingerprinting, incomplete applications and incomplete exams.

Human Trafficking Training Update

Siracuse reported that the human trafficking rules are not yet effective and are still in the Joint Committee on Administrative Rules, where they will remain for 15 session days. The requirement for certification is not required until after a full licensing renewal cycle and will only need to be completed once.

Licensing Supervision Forms

Linda Clewley reported that there has been **a need of additional** language to the 2013 form and the Licensing Division is in the process of updating the forms on the website.

Discussion of LLPC renewal

Chairperson Munley expressed concern with getting the information out regarding being able to be an LLPC for only ten years. Linda Clewley discussed the ways in which the state informs licensees when the law or rule changes which will impact their license, specifically through multiple emails to the licensee. Discussion was held and included suggestions of adding information to the counseling board website about the 10 year rule for LLPC renewal, and including information on the 10 year rule when renewal notices are sent to LLPCs.

HPRC Appointment

MOTION by Emde, seconded by Giacoletto, to appoint Tiffany Lee-Parker, PhD, LPC, CAADC to the HPRC.

A voice vote was taken.

MOTION PREVAILED.

Department Update

Pamela Millben announced her retirement. Chairperson Munley thanked Millben for her hard work on behalf of the Board.

PUBLIC COMMENT

None

ANNOUNCEMENTS

The next regularly scheduled meeting will be held June 17, 2016 at 10:00 a.m. in the Ottawa Building, 611 W. Ottawa Street, Conference Room 4, Upper Level Conference Center, Lansing, Michigan.

ADJOURNMENT

MOTION by Parfitt, seconded by Simmons to adjourn the meeting.

A voice vote was taken.

MOTION PREVAILED

Munley adjourned the meeting at 11:27a.m.

Minutes approved by the Board on June 17, 2016.

Prepared By: Erin Londo, Board Support

Date: March 7, 2016