



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

MICHIGAN BOARD OF COUNSELING SEPTEMBER 16, 2016 MEETING

APPROVED MINUTES

In accordance with the Open Meetings Act, 1976 PA 267, as amended, the Michigan Board of Counseling met on September 16, 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 10:00 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
Katie Bozek, Ph.D., LMFT (arrived at 10:01 a.m.)
Robyn Emde, L.P.C.
Tracey Galgoci, M.A., L.P.C., N.C.C.
Carol Giacoletto, Public Member
Jana Simmons, Public Member

Members Absent: Sara Kruse, Public Member
Kimberly Easterle Mattes, Public Member
LuAnn Sawdey-Roberts, C.R.C., L.P.C.
Diane Parfitt, Ph.D.

Staff Present: Andrew Brisbo, Director, Licensing Division
Linda Clewley, Manager, Licensing Division
Janielle Houston, Board Support, Boards and Committees Section
Kerry Przybylo, Analyst, Boards and Committees Section
Patricia Leary, Analyst, Boards and Committees Section

APPROVAL OF AGENDA

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

A voice vote was taken.

MOTION PREVAILED

APPROVAL OF MINUTES

MOTION by Galgoci, seconded by Simmons, to approve the minutes from June 17, 2016 as written.

A voice vote was taken.

MOTION PREVAILED

REGULATORY CONSIDERATIONS

None

OLD BUSINESS

Counseling Work Experience Form Discussion

Munley discussed his concern with the content on the new Counseling Work Experience form and that some additional content seemed necessary. He suggested adding another reference to the Administrative Rules on the Counseling Work Experience form to clarify that the supervisor is certifying they have received the required supervision training and that they conducted supervision pursuant to the administrative rules. Brisbo stated that the Department was directed to cut forms by 50%. He explained the process of revising the forms and how it is determined what content to include on the forms. The new forms contain only what is statutorily necessary and have assisted in improving processing times. He encouraged the Board to provide feedback on the forms.

After discussion, the Board suggested wording edits to the form to clarify that both the required supervision training and the conduct of the supervision according to rule 338.1757 were being certified. Przybylo stated that she will forward the Board's suggestion to Licensing.

Munley distributed copies of the Counseling web page to the Board members and pointed out that a new FAQ section has been added to the web page. He suggested that the Administrative Rules link, currently in the FAQ section, be moved or added to the Board Information section of the web page directly under the link to the Public Health Code Counseling Section. Emde expressed her thanks to the Department for updating the web page with the Board's recommendations.

Rules Review

Przybylo encouraged the Board to review their rules to determine if any changes were needed.

There was discussion of some of the rules members may wish to see updated in the future once the rules are open. Munley suggested that the Professional Counseling Issues subcommittee have a discussion about some of topics mentioned.

Summarily Suspended License and Client Care Discussion:

Munley voiced a concern with what happens to clients when the licensed counselor is suspended. Przybylo explained that the statute clarifies what the process is for licensees whose licenses have disciplinary action against them. Licensees are required to provide forms to clients about the action against them. Papazian wanted to get an understanding as to how clients are to find a new provider. He feels there is a gap in making sure clients receive care once their provider is not available to provide. Przybylo explained that clients can use various resources to get another provider and that it is not the department's role to make recommendations or referrals. Giacoletto inquired as to what happens to the patient's files. Przybylo said the statute provides licensees with the requirements of how the records are to be stored and how patients can access them.

Further, Clewley stated that the department website has tools to allow the public to find counselors in their geographical area to assist them in finding a new provider.

Department Update

Przybylo stated that information regarding the 10 year limitation for LLPC has been added to the FAQ on the web site. Also, an email was sent on September 8, 2016 to all LLPC's advising them of the 10 year limitation. She also introduced Patricia Leary as the new board analyst for the Board of Counseling.

PUBLIC COMMENT

Clewley stated that clients who do not have a provider can find counselors licensed in this state by submitting a request to the Department for a list. She further stated that the department website has tools to allow the public to find counselors in their geographical area to assist them in finding a new provider.

Katherine James, Empowering IFR, Therapeutic Services, wanted to know who the email blast went to and she wanted clarification as to what the 10 year limitation was about.

ANNOUNCEMENTS

The next regularly scheduled meeting will be held December 2, 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 Simmons, seconded by Galgoci to adjourn the meeting at 11:24 a.m.

A voice vote was taken.

MOTION PREVAILED

Minutes approved by the Board on December 2, 2016

Prepared By:
Janielle Houston, Board Support

Date: September 23, 2016