

Meeting Minutes
Iowa Board of Behavioral Science
August 8, 2013
Lucas State office Building, 5th Floor Conference Room #526
Des Moines, Iowa

Call to Order:

The meeting was called to order at 9:17a.m. by Erik Oostenink, Chair.

Roll Call:

Members Present:

Daniel Harkness, MFT; Sarah Thomas, MFT; Vickie Miene, MHC; Erik Oostenink, MHC;
Wade Leuwerke, Public Member; David Kaptain, MFT; Sherill Whisenand, Public Member

Members Absent:

Amy Crow-Sunleaf, MHC; Jill Struyk, Public Member

Staff Present:

Judy Manning, Board Executive; Barb Huey, Bureau Chief; Sara Scott, AAG; Laura Cathelyn,
AAG; Barb Christiansen, Administrative Assistant

Guests Present:

Ray Burke; Sara Coen; Monica Johnson

Approval of Minutes:

A motion was made by Oostenink to approve meeting minutes from May 2, 2013 and May 14, 2013 as presented. A second was received from Harkness. All ayes, opposed none, motion carried.

Public Comment: No public comment received.

New Business:

Monica Johnson Appeal: Ms. Johnson attended a program that was not CACREP accredited and was advised by CCE that she needed to complete 2 courses to finish the licensure process. After completion of the courses a syllabus was submitted to CCE. During the review it was found that one of the two courses she had taken was not approved. Monica also has not completed a practicum. Monica presented letters from employers supporting her work and is asking the Board to make exception for not completing a practicum. She will begin her dissertation for her Ph.D. this fall. The members feel that the internship/practicum is a valuable component to licensure and are in agreement that this appeal should be denied.

A motion was made by Oostenink to deny the appeal of Monica Johnson. A second was received from Thomas. All ayes, opposed none, motion carried.

Sara Coen Appeal: Ms. Coen is a licensed school counselor and is missing the practicum requirement for MHC licensure. Ms. Coen is requesting that the Board waive the 3 credit hours required for the practicum. Sara has worked for two years while finishing her Masters in Counseling Education and would like the appeal to be considered using her experience and other licensure in school counseling. The members agree that the requirements for MHC licensure have not been met.

A motion was made by Oostenink to deny the appeal of Sara Coen. A second was received from Kaptain. All ayes, opposed none, motion carried.

Ray Burke Appeal: Dr. Burke is appealing the CCE decision that his course work did not match up with requirements. Dr. Burke has many years of experience in the public and military sectors. He is a published author and has taught many courses related to his profession at both the undergraduate and graduate levels. The Board reviewed the CCE application for course fit for approval of hours. Dr. Burke was advised to take a continuing education course with ACA Code of Ethics.

A motion was made by Oostenink to approve the appeal contingent upon completion of and submission of the ACA Code of Ethics continuing education certificate to CCE. A second was received from Whisenand. All ayes, opposed none, motion carried.

Teneil Cangas Appeal: Ms. Cangas was notified by CCE that she is lacking coursework to fulfill the Career and Lifestyle Development, Groups, and Diagnosis and Treatment Procedures content areas. Members reviewed the documents that were provided and determined that they would accept the coursework completed to fulfill the Career and Lifestyle Development and Groups content areas but determined that she is still lacking the required coursework in the Diagnosis and Treatment Procedures content area.

A motion was made by Oostenink to approve the appeal with the exception of course work in Diagnosis and Assessment Treatment Procedure course. A second was received from Kaptain. All ayes, opposed none, motion carried.

Tammy Visalden Petition for Waiver: Tammy submitted two waivers, one for her internship and one for the course Social and Cultural Foundations. A waiver for the Social and Cultural Foundations course was not necessary since Ms. Visalden provided documentation of

coursework completed to fulfill that requirement. Tammy is short on her internship hours having only completed 3 quarter hours. Members reviewed documentation provided.

A motion was made by Oostenink to approve the course work provided as equivalent for the Social and Cultural Foundations requirement. A second was received from Whisenand. All ayes, opposed none, motion carried.

A motion was made by Oostenink to deny the waiver of the internship on the basis that requirements were not met. A second was received from Harkness. All ayes, opposed none, motion carried.

Reports:

Board Executive: Judy Manning – Received a news release from the Council on Accreditation of Counseling and Related Educational Programs (CACREP) announcing a collaboration between the Council on Rehabilitation Education (CORE) and CACREP. New standards for accreditation have been discussed. What does this mean for this board? Oostenink did not feel that rule changes are necessary at this time.

Administrative rules that were adopted at the last meeting became effective on July 17th.

Complaint Letter to Licensee – Licensees will be notified that a complaint has been filed against them when a narrative is requested, a referral is made to DIA or when a case is closed with a Letter of Warning or a Letter of Education. If no probable cause is found to proceed with discipline no letter will be sent. The bureau staff is not able to disclose any information even to the licensee, about the nature of the complaint or who filed it. The board makes the decision on each complaint and the process that will be taken. AAG Scott does not feel that the first notification should be a Letter of Warning or Letter of Education.

Board members took a break at 11:08a.m.

Chair – No report

Bureau Chief – Barb Huey reported on the new licensing software and the “board meet” folder that board members will be using. Documentation does not need to be downloaded and the current secure mail system will not be used after AMANDA goes live. Each board member will be set up as a user in the AMANDA system. Barb is working on financial reports this year of actual expenditures for FY13. This report will be distributed at the next meeting as well as a budget report.

AAG: Sara Scott – Introduced Laura Cathelyn as the new AAG for this board. Members thanked Sara for her guidance to the board.

Complaints:

A motion was made by Dan Harkness to enter into closed session at 11:25 a.m. to discuss confidential material related to applications and complaints in accordance with Iowa Code Chapter 21.5(1) a and d. A second was received from Kaptain. Roll call taken: Harkness – Aye; Thomas – Aye; Miene – Aye; Oostenink – Aye; Leuwerke – Aye; Kaptain – Aye; Whisenand – Aye. Motion carried.

A motion was made and seconded to return to open session at 12:37p.m. Motion carried.

Follow-up from closed session:

A motion was made by Oostenink to have AAG Cathelyn prepare Statement of Charges for case #12-001. A second was received from Leuwerke. All ayes, opposed none, motion carried.

A motion was made by Oostenink to approve the Statement of Charges as presented for case #12-014. A second was received from Whisenand. All ayes, opposed none, motion carried.

A motion was made by Oostenink to close case #13-005. A second was received from Kaptain. All ayes, opposed none, motion carried.

A motion was made by Oostenink to approve the combined Statement of Charges and Settlement Agreement for case # 13-007. A second was received from Whisenand. All ayes, opposed none, motion carried.

A motion was made by Oostenink to close case #13-008. A second was received from Leuwerke. All ayes, opposed none, motion carried.

A motion was made by Oostenink to file Statement of Charges in case #13-010. A second was received from Kaptain. All ayes, opposed none, motion carried.

Future Board Meetings:

November 7, 2013

February 6, 2014

May 1, 2014

August 7, 2014

November 6, 2014

Adjournment:

A motion was made by Oostenink to adjourn the meeting at 12:40p.m. A second was received from Whisenand. All ayes, opposed none, motion carried.