

MINUTES

UTAH SUBSTANCE USE DISORDER COUNSELOR LICENSING BOARD MEETING

July 13, 2016
Room 475, 4th Floor – 9:00 A.M.
Heber M. Wells Building
Salt Lake City, UT 84111

CONVENED: 9:08 A.M.

ADJOURNED: 10:55 A.M.

Bureau Manager:

Dane Ishihara

Board Secretary:

Lee Avery

Board Members Present:

Santiago Cortez, Chairperson
Michael Dulle
David Felt
Bruce Chandler
Valerie Fritz
Leslie Woodfall

Board Members Excused:

Lori Buhler

DOPL Staff Present:

Susan Higgs, Compliance Specialist
Sharon Bennett, Compliance Specialist

TOPICS FOR DISCUSSION

DECISIONS AND RECOMMENDATIONS

ADMINISTRATIVE BUSINESS:

Minutes:

The Board reviewed the minutes from the April 20, 2016 Board meeting. Mr. Felt made a motion to accept the minutes. Ms. Fritz seconded the motion. The motion carried unanimously.

COMPLIANCE REPORT:

Susan Higgs, Compliance Specialist

Ms. Higgs reviewed the compliance report with the Board.

Lindsay Titus failed to keep her appointment with the Board October 14, 2015. July 8, 2015, when she met with the Board she was issued a fine for not being in compliance with her stipulation. Her fine has not been paid.

Brittany Roberts is requesting early termination of her probation. She was placed on probation for her criminal history when she first applied for a license. She has consistently been in compliance with her stipulation.

Tracey Williams is a new probation interview. She needs to submit supervisor reports and evaluations. She needs to attend support groups and random UAs. She started her drug screens.

Chelsie Durden probation interview. She is requesting early termination of probation. She is part owner of a facility. Her supervisor is also working for her. The Board feels she needs a new supervisor.

Todd Ash probation interview. He is currently not working in the field. He had a prospective employer. He has not submitted any reports.

APPOINTMENTS:

Ms. Lindsay Titus, probation interview

Ms. Titus failed to keep her appointment with the Board. Mr. Felt made a motion to recommend the Division revoke Ms. Titus' license. Mr. Chandler seconded the motion. The motion carried unanimously.

Ms. Brittany Roberts, probation interview.

Ms. Roberts met with the Board. The Board members introduced themselves. Ms. Fritz conducted the interview. Ms. Roberts stated she is requesting early termination of her probation. She has completed half of her probation term. She has been in compliance the full time. She submitted positive letters from her therapist and supervisor. She submitted a letter regarding what she has learned. Ms. Roberts stated she plans to continue with therapy and support groups. She has a sponsor and sponsors others. Her family has been a great support system to her. Ms. Fritz made a motion to support Ms. Roberts' request and recommend early termination of her probation because she has completed half of her probation term and she has consistently been in compliance with her stipulation. Mr. Felt seconded the motion. The motion carried unanimously.

Ms. Tracey Williams, new probation interview

Ms. Williams met with the Board. Ms. Woodfall conducted the interview. Ms. Williams stated that the agency cancelled her evaluation again. This is the second time they cancelled her appointment. She will make another appointment with them. The Board encouraged her to find a different agency if they cancel on her one more time. Ms. Williams stated she is active in her support groups. She has a sponsor and is a sponsor. She works full time and is in school, working on her BA at UVU. The Board noted she has signed up with Affinity and has no missed calls or failed UA's and encouraged her to continue in this direction. Ms. Williams stated she failed the NADAC exam. She plans to retake it soon. The Board asked to see Ms. Williams October 12, 2016.

Ms. Chelsie Durden, probation interview

Ms. Durden met with the Board. Mr. Felt conducted the interview. Ms. Durden stated that things are going well. She is a partner in a new facility she just opened. Her supervisor from her previous employment is now working at her facility. The Board advised Ms. Durden that this is a conflict of interest and she needs to find a supervisor outside of the facility. Ms. Durden stated she keeps her personal life away from her professional life. The Board noted she is current on all reports. Mr. Felt made a motion to move her supervisor reports back to monthly, giving the Board time to review the new changes Ms. Durden is going through. Ms. Fritz seconded the motion. The motion carried unanimously. The Board asked to see Ms. Durden October 12, 2016.

Mr. Todd Ash, probation interview

Mr. Ash failed to keep his appointment with the Board. He failed to submit the documentation required in his stipulation. Mr. Felt made a motion to request the Division send Mr. Ash a letter stating he is not in compliance and needs to meet with the Board. Ms. Woodfall seconded the motion. The motion carried unanimously.

DISCUSSION ITEMS:
Supervision Standards

Mr. Ishihara stated that proposed changes regarding supervision standards and continuing education was reviewed at the Board Member training. He wanted to readdress the proposal with the Boards individually to see if they want him to continue with the draft proposal. These changes will require a rule change once the Mental Health Boards approve them. The

Board indicated they support making the proposed changes and requested the changes include supervision forms be completed after each meeting and an area for the supervisor to indicate they do not feel the supervisee is ready to be released from supervision and recommend additional supervision if needed. Mr. Ishihara will forward a draft to the Board for feedback.

Continuing Education Standards

Discussed above

Next Board Meeting:

October 12, 2016

2017 Board meetings to be announced

ADJOURN:

The meeting adjourned: 10:55 A.M.

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

10/12/2016
Date Approved

(ss) 
Chairperson, Utah Substance Use Disorder Counselor
Licensing Board

October 12, 2016
Date Approved

(ss) 
Bureau Manager, Division of Occupational &
Professional Licensing