

**MINUTES**  
**UTAH CLINICAL MENTAL HEALTH COUNSELOR LICENSING BOARD**  
**ELECTRONIC MEETING**

**September 8, 2021 | 9:00 A.M.**

**Heber M. Wells Building**

160 E. 300 S Salt Lake City, UT 84111

Anchor Location: Room 475

**Public attended electronically.**

**CONVENED:** 9:04 A.M.

**ADJOURNED:** 3:05 P.M.

**DOPL STAFF PRESENT ELECTRONICALLY**

**Bureau Manager:** Jennifer Falkenrath

**Board Secretary:** Jennifer Johnson

**Compliance Manager:** Tracy Naff

**BOARD MEMBERS PRESENT ELECTRONICALLY**

Dr. Kenneth Roach, CMHC

Philip Brueck, Public Member

Naomi Spencer, CMHC

**BOARD MEMBERS ABSENT:**

**Chair:** Dr. Katherine Brown, CMHC

**Vice Chair:** Abigail Crouse, CMHC

**GUESTS PRESENT ELECTRONICALLY**

Trent Landon, USU

Michael Gerald, PhD, CMHC, CRC, USU

Anna Lieber, CMHC – UMHCA President

Dr. Jason H. King, PD, Assistant Professor-CMHC, UVU

UVU Students

Abby Greenburg

Alison Glenn

Aurelie Tauzin

Brook Wittman

Carlton Baxter

Cassie Norton

Erin Woods

Kristen Tolman

Jeremy Bitner

Jill Dickey

Linda Good

Liz Macdonald

Mary Bitner

Mary Waters

Rory Hileman

Ravan

Jan

Note: Others may have attended but were not identified.

## **ADMINISTRATIVE BUSINESS:**

*(Refer to audio for specifics.) (Audio\_01)*

### **CALL MEETING TO ORDER.**

**Dr. Roach called the meeting to order at 9:04 A.M.**

### **SWEAR IN NEW BOARD MEMBER – NAOMI SPENCER**

*(Refer to audio for specifics.) (Audio\_01) (00:03:00 – 00:04:15)*

**Ms. Naomi Spencer was sworn in as the newest CMHC Board Member.**

### **REVIEW AND APPROVE July 14, 2021 MEETING MINUTES.**

*(Refer to audio for specifics.) (Audio\_01) (00:04:15: - 00:08:06)*

**The Board reviewed the July 14, 2021, meeting minutes.**

**Mr. Brueck made a motion to approve the minutes with amendments as discussed.**

**Dr. Roach seconded the motion.**

**The Board motion passed.**

## **DISCUSSION ITEMS:** N/A

## **APPOINTMENTS:**

### **COMPLIANCE REPORT**

*(Refer to audio for specifics.) (Audio\_01)(00:08:15 – 00:26:08)*

**Tracy Naff, Compliance Manager, provided the compliance report as provided.**

Questions and comments were discussed.

Ms. Naff stated she was filling in as the Compliance Specialist because Neena Bowen had accepted another position with the Division. Ms. Naff stated the Board Secretary Jennifer Johnson would be taking Ms. Bowen's position as the Compliance Specialist and the Board would get a new Board Secretary.

### **SEAN HOWARD, PROBATION INTERVIEW**

*(Refer to audio for specifics.) (Audio\_01)(00:26:00 – 00:43:00)*

**The Board welcomed Mr. Howard to the meeting.**

**Mr. Brueck conducted the interview.**

Mr. Howard provided an update to the Board. Mr. Howard stated things have been going really well. He understands the process of his journey, acknowledges and understands the mistakes he made. And has accepted the consequences that have come due to his actions and mistakes. Mr. Howard stated he is hopeful he will be able to submit a request for early termination but understands if the Board chooses not to accept his request.

Mr. Howard stated he is very involved in his sobriety, he has a sponsor and has become a sponsor himself. Mr. Howard stated prior to the proceedings with DOPL he had been attending meetings. His Order requires he attend at least two meetings per month but by choice he attends additional meetings.

Mr. Howard stated he understands he had a problem with alcohol and understands how his drinking hurt those around him. Mr. Howard stated through his journey he is able to be open about his past and no longer feels ashamed like he has in the past. Mr. Howard stated his path has been very rewarding to him.

Questions, comments, and concerns were discussed.

**Mr. Brueck asked what Mr. Howard's plans were moving forward if the Board were to recommend early release.**

Mr. Howard stated even though his probation might end, he would continue doing the things he is already doing. The only change he anticipates is moving therapy from weekly to every other week.

**Mr. Brueck asked if meeting with the Board has helped.**

Mr. Howard stated in the beginning there was a lot of fear and anxiety. Once he started the process he found the Board to be very helpful and encouraging throughout the process. Meeting with the Board made him accountable and made him want to do the things he needed to do and helped maintain compliance.

**Mr. Brueck asked if there would be a benefit to keeping Mr. Howard on probation.**

Mr. Howard stated it would be continued support and encouragement. Mr. Howard stated while he feels he does not need it, but would not be against it because of the support and encouragement. Mr. Howard stated his sobriety and progress is his responsibility. Mr. Howard stated he came from a dark place and he knows he does not want to go back there.

**Mr. Brueck thanked Mr. Howard for his feedback and honesty and stated that is one of the things he has appreciated about Mr. Howard.**

**Mr. Brueck stated Mr. Howard has completed half of his probation and he would like to make a motion to recommend early termination of probation.**

**Ms. Spencer stated she agrees and feels Mr. Howard has met requirements.**

**Mr. Brueck made a motion to recommend early termination of probation.**

**Ms. Spencer seconded the motion.**

**The Board motion passed.**

**The Board found Mr. Howard IN COMPLIANCE.**

**Ms. Falkenrath thanked Mr. Howard for his compliance through the process and stated she appreciated how open, honest, and vulnerable Mr. Howard has been. Ms. Falkenrath stated she would submit the Board's recommendation to the Division Director for review and approval.**

**The Board wished Mr. Howard good luck.**

Mr. Howard thanked the Board for their time and consideration.

**DWIGHT HURST, PROBATION INTERVIEW**

*(Refer to audio for specifics.) (Audio\_01)(00:43:00 -00:50.00)*

**The Board welcomed Mr. Hurst to the meeting.**

**Dr. Roach conducted the interview.**

Mr. Hurst provided an update to the Board. Mr. Hurst stated therapy and supervision have been going well. Mr. Hurst stated he and his supervisor have a system in place that allows for review sharing of information as required by his order since they are working remotely.

Mr. Hurst indicated his Psychosexual Evaluation had been completed and he would like to close the meeting at this time in order to review and discuss with the Board.

**Ms. Spencer made a motion to close the meeting in accordance with the Open and Public Meetings Act, 52-4-250(1) (a) to discuss the character, professional competence or physical or mental health of an individual.**

**Mr. Brueck seconded the motion.**

**The Board motion passed.**

**The meeting closed at 9:51 A.M.**

**A recording was not made and written minutes were not taken.**

**Mr. Brueck made a motion to open the meeting.**

**Ms. Spencer seconded the motion.**

**The Board motion passed.**

**The meeting opened at 10:06 A.M.**

**Dr. Roach stated after meeting with Mr. Hurst he has concluded Mr. Hurst has met the requirements of his Order at this time and is found to be in compliance. Dr. Roach stated he would like to recommend meeting with Mr. Hurst in six months, which would be the March 2022 meeting.**

**Ms. Naff asked if the Board would be recommending the evaluator suggestion that Mr. Hurst submit to a polygraph test.**

**Dr. Roach stated the Board has decided to refer to the treatment provider and since the provider did not include it as part of the treatment the Board is not mandating the requirement.**

**Mr. Brueck made a motion to meet with Mr. Hurst in six months.  
Ms. Spencer seconded the motion.  
The Board motion passed.**

**The Board found Mr. Hurst IN COMPLIANCE.**

**The Board requested to meet with Mr. Hurst March of 2022.**

**MELANIE CRIDDLE, PROBATION INTERVIEW**

*(Refer to audio for specifics.) (Audio\_01)(00:50:00 – 1:01:40)*

**The Board welcomed Ms. Criddle to the meeting.  
Mr. Brueck conducted the interview.**

**Mr. Brueck stated since this is Ms. Criddle's first meeting with the Board he understands she may be a little nervous and anxious. The Board understands things may have happened and mistakes made, but the role of the Board is provide support and encouragement to help get back on track and eventually off probation. The questions asked are with that intent and he hopes Ms. Criddle feels that way as she goes through the process.**

**Mr. Brueck stated he wanted to advise Ms. Criddle the meeting is a public meeting and being recorded. If the character, professional competence or physical or mental health of an individual would be discussed at any time, the Board or Ms. Criddle could request to go into a closed meeting.**

**Mr. Brueck stated he understand Ms. Criddle is on a five year probation. One of the requirements of her Order is she complete a Comprehensive Boundary Evaluation. Mr. Brueck asked if that had been completed and if Ms. Criddle could provide a brief update.**

**Ms. Criddle indicated she had attended the first interview where her time with the evaluator was very brief with an interview. She completed multiple evaluation questionnaires and stated she would have a more in depth interview at their next appointment.**

**Mr. Brueck stated even though it's the early stages of her probation, it appears she has met requirements appears to be in Compliance at this time. Mr. Brueck asked Ms. Naff is she agreed.**

**Ms. Naff stated she would agree. Ms. Naff stated Ms. Criddle has stayed in communication with the Compliance group and has provided what has been**

**requested of her this far. Ms. Naff stated Ms. Criddle has submitted her written plan and a proposed CE course for Board review and approval.**

Ms. Criddle stated she has submitted a Thinking Errors CE course for review and hoped she could have it approved in order for her to fulfill that requirement of her Stipulation.

**The Board reviewed the CE course provided and stated they did not have issues.**

**Mr. Brueck made a motion to find Ms. Criddle in compliance, approve her CE course, and request she meet with the Board again in six months.**

**Dr. Roach suggested having Ms. Criddle meet sooner since she is just starting her probation and the Board can adjust it later on.**

**Mr. Brueck amended his motion to have Ms. Criddle meet January 12, 2022.**

**Ms. Spencer seconded the motion.**

**The Board motion passed.**

Ms. Criddle stated she is not allowed to practice until her evaluation has been completed and approved by the Board and asked if she will need to wait to meet with the Board in January to have it approved.

**Ms. Naff stated if the evaluation is received before the January meeting, Ms. Criddle could request to meet with the Board at the next available meeting.**

**Ms. Falkenrath stated the evaluation would need to be formally approved in a Board meeting.**

**Mr. Brueck made a motion to have Ms. Criddle meet with the Board on November 10, 2021, in order to review and approve her evaluation.**

**Ms. Spencer seconded the motion.**

**The Board motion passed.**

**The Board found Ms. Criddle IN COMPLIANCE.**

**The Board requested to meet with Ms. Criddle on November 10, 2021.**

## **ZACK ELLIS, PROBATION INTERVIEW**

*(Refer to audio for specifics.) (Audio\_01)(1:02:00 -1:04:02)& (Audio\_02)(00:00 – 00:02:00)*

**The Board welcomed Mr. Ellis to the meeting.**

**Dr. Roach conducted the interview.**

**Dr. Roach stated he would like Mr. Ellis to provide an update to the Board.**

**Dr. Roach stated he would like to recommend some of the discussion take place in a closed session due to the nature of the information being provided.**

**Mr. Brueck made a motion to close the meeting in accordance with the Open and Public Meetings Act, 52-4-250(1) (a) to discuss the character, professional competence or physical or mental health of an individual.**

**Roach seconded the motion.**

**The Board motion passed.**

**The meeting closed at 10:23 A.M**

**A recording was not made and written minutes were not taken.**

**Mr. Brueck made a motion to open the meeting.**

**Ms. Spencer seconded the motion.**

**The Board motion passed.**

**The meeting opened at 11:01 A.M.**

**Dr. Roach made a recommendation to find Mr. Ellis out of compliance with his stipulation and order.**

**Ms. Spencer made a motion to find Mr. Ellis out of compliance with his stipulation and order.**

**Mr. Brueck seconded the motion.**

**The Board motion passed.**

**The Board found Mr. Ellis OUT of COMPLIANCE.**

#### **BREAK**

**The Board adjourned for a break at 11:03 A.M.**

**The meeting resumed at 11:22 A.M.**

#### **DOPL REPORT – JENNIFER JOHNSON**

*(Refer to audio for specifics.) (Audio\_02)(00:02:41 – 00:20:00)*

**Ms. Johnson reviewed the DOPL report as provided.**

Questions and comments were discussed.

#### **ALYSON BOWN, APPLICATION REVIEW (EDUCATION)**

*(Refer to audio for specifics.) (Audio\_02)(00:26:00 – 00:49:00)*

**The Board welcomed Alyson Bown to the meeting.**

**Introductions were made.**

**Dr. Roach conducted the interview.**

Ms. Bown met with the Board for an educational review to see if she qualifies for the ACMHC license.

Ms. Bown stated she graduated with a degree in school counseling and practiced in the field for some time before moving on to something else. Ms. Bown stated she is currently completing a Master's program through Bradley University and stated she considered applying to Rocky Mountain University to complete additional coursework, hoping she could complete additional coursework that would allow her to meet requirements to qualify for a mental health counselor license.

Questions, comments, and concerns were discussed.

**Dr. Roach stated for transparency he wanted to indicate he was faculty at Rocky Mountain University.**

**Dr. Roach stated he reviewed the education Ms. Bown provided and stated he has multiple concerns. Dr. Roach stated he is concerned it has been 15 years since the degree was obtained and Ms. Bown has not worked in the field. Other areas of concern are the program was a 48 hour program and not a 60 hour program, and a degree in School Counseling is not considered an equivalent degree. There are several areas of deficiency, including an internship/practicum, which would need to be completed and cover the area of mental health counseling.**

Additional questions, comments and concerns were discussed.

**Dr. Roach stated based on the information provided Ms. Bown is too deficient to qualify for an Extern license and the recommendation would be for Ms. Bown to complete another Master's program in Mental Health Counseling. Dr. Roach asked for the Board to make a motion.**

**Mr. Brueck made a motion to deny Ms. Bown's application.**

**Ms. Spencer seconded the motion.**

**The Board motion passed.**

Ms. Bown stated she understood and asked if this means she would need to get a second Master's degree and the courses already taken could not be considered.

**Dr. Roach stated it would be up to an educational institution to review and determine if they would allow for courses already taken to be considered towards the second Master's degree.**

Ms. Bown thanked the Board for their time.

## **REBECCA THIEGS, APPLICATION REVIEW (EDUCATION)**

*(Refer to audio for specifics.) (Audio\_02)(00:49:00 – 1:01:45)*

**The Board welcomed Rebecca Thiels to the meeting.**

**Dr. Roach conducted the interview.**



Ms. Thiels met with the Board for an educational review to see if she qualifies for the ACMHC license.

Ms. Thiels stated she recently relocated to Utah and has taken a position as a therapist at the Discovery Ranch for Girls in Cedar City. Ms. Thiels provided her professional and educational background to the Board. Ms. Thiels stated she graduated in 2020 from Loyola University with Master's Degree in Counseling/School Counseling. Ms. Thiels stated she worked as a school counselor in Illinois for two years, but has not held a license because she was not required to in the State of Illinois.

Questions, comments, and concerns were discussed.

**Dr. Roach stated based on the information provided he would be okay with recommending an ACMHC license and asked the other members of the Board if they had any concerns.**

**Ms. Spencer and Mr. Brueck stated they did not have any concerns at this time.**

**Ms. Spencer made a motion to approve an ACMHC license.**

**Dr. Roach seconded the motion.**

**The Board motion passed.**

**Dr. Roach stated the Board serves in an advisory capacity and are making a recommendation to the Division. The Division has the final say as to whether or not a license can be granted.**

Ms. Thiels thanked the Board for their time.

## **LUNCH**

**The Board adjourned for lunch at 12:21 PM**

**The meeting resumed at 12:56 PM**

## **XOU YANG – LICENSE EXTENSION**

*(Refer to audio for specifics.) (Audio\_03)(00:06:00 – 00:08:45)(Out of Order)*

**The Board welcomed Xou Yang to the meeting.**

**Introductions were made.**

**Mr. Brueck conducted the interview.**

Mr. Yang met with the Board to request an extension of their ACMHC license in order to allow him time to pass his exams. Mr. Yang completed his 4000 hours of experience on October 14, 2020.

Mr. Yang provided an update to the Board stating he passed the NCMCE exam a couple weeks ago and just received approval to take the NCE exam.

Questions, comments, and concerns were discussed.

**Mr. Brueck made a motion extend Mr. Yang's ACMHC license until January 12, 2022, to allow him to pass the NCE Exam.**

**Ms. Spencer seconded the motion.**

**The Board motion passed.**

Mr. Yang thanked the Board for their time.

#### **ALLISON HOWES, APPLICATION REVIEW (EDUCATION)**

*(Refer to audio for specifics.) (Audio\_03)(00:09:00 – 36:50) (Out of Order)*

**The Board welcomed Allison Howes to the meeting.**

**Dr. Roach conducted the interview.**

Ms. Howes met with the Board for an educational review to see if she qualifies for the ACMHC Extern license.

Ms. Howes stated she has been a licensed SUDC for several years. Ms. Howes provided her education and employment background to the Board. Ms. Howes stated she has a Bachelor's degree in Psychology and Master's degree in Addictions Counseling. Ms. Howes stated it's her understanding while earning her Addiction Counselor degree, she took the same course required for the Clinical Mental Health Counselor program with the exception of Career Development, Mental Status Examination, Research and Program Evaluation, and Practicum. Ms. Howes stated she would like to complete the additional courses through Grand Canyon University.

Ms. Howes stated she would like to be able to have the extern license so she can complete the additional courses and then take the licensing exam to become licensed as a CMHC.

Questions, comments, and concerns were discussed.

**Dr. Roach stated he wanted to provide some clarification and discuss a few areas of concern. Dr. Roach stated licensure is granted to those that have a degree in Clinical Mental Health Counseling or a related field. Addiction Counseling has not been considered as an equivalent degree.**

**Dr. Roach stated there are several areas of educational deficiencies in Ms. Howe's coursework. This includes Career Development, Mental Status Examination, Appraisal of DSM, and Research & Evaluation. Dr. Roach stated he did have concerns with courses taken for Counseling & Helping, and Practicum & Internship.**

**Dr. Roach stated if Ms. Howes is already enrolled with Grand Canyon University he does not understand why she would not work with their program to get a Master's degree in Clinical Mental Health Counseling.**

Ms. Howes stated Grand Canyon University will not allow her to obtain another Master's Degree since she has taken most of the courses already. Ms. Howes stated her original degree was in Mental Health Counseling when she decided to change it and pursue a degree in Addictions Counseling.

Ms. Howes stated at this time she has received approval from Grand Canyon University to complete the additional courses needed. Once those are completed she can take an additional internship and practicum course to meet requirements.

Additional questions, comments, and concerns were discussed.

**Dr. Roach stated based on the information provided there are significant areas of concern. The Addiction Counseling program was only a 36 credit program and is not considered an equivalent field. Even though additional courses have been taken, they were not part of a Clinical Mental Health Counseling degree. Dr. Roach stated there is a whole set of values, orientation, ethics, etc., need to practice in the profession that are not acquired by just taking courses and are only gained when completing a Master's degree in Clinical Mental Health Counseling.**

**Ms. Spencer expressed concern granting a license to someone who only had a 36 credit hour Master's degree in Addiction Counseling, and completed 60 credits of coursework, not part of a Clinical Mental Health Counselor degree or equivalent field. Ms. Spencer stated she would not have an issue if after completion of the additional courses, a second Master's degree in Clinical Mental Health Counseling was awarded.**

**Ms. Falkenrath stated she wanted to advise the Board the decision today would set a precedence. If the Board chooses to grant a license to someone with a degree in Addiction Counseling, and only 36 credit hours, will open the door to allow other applicants with an Addiction Counseling degree to then apply for a Clinical Mental Health Counselor license.**

**Dr. Roach stated he understood both sides of the argument but has to look at the original information that Ms. Howes completed a 36 hour credit program that was not in a related field. And completing additional coursework would not meet requirements to qualify for licensure. The licensing Laws and Rules a clear the education requirement is based on the degree.**

**Ms. Spencer made a motion to deny the request for an ACMHC Extern license. Dr. Roach seconded the motion. The Board motion passed.**

Ms. Howes stated she understood and thanked the Board for their time.

#### **JAN PLUMB, REINSTATEMENT REVIEW**

*(Refer to audio for specifics.) (Audio\_03)(00:37:00 - 56:05)*

**The Board welcomed Jan Plumb to the meeting.  
Introductions were made.  
Mr. Brueck conducted the interview.**

Mr. Plumb met with the Board to discuss reinstatement of his ACMHC license.

Mr. Plumb discussed his background with the Board and stated he surrendered his license do to duel and inappropriate relationship with a client. Mr. Plumb stated since it has been several years since he surrendered his license he would like to be able to reinstate his license in order to get back into the profession and practice again.

Mr. Plumb stated he understands the errors he made and does not plan to have the situation happen again.

Questions, comments, and concerns were discussed.

**Mr. Brueck asked if Mr. Plumb had met the requirements of his Stipulation and Order.**

Mr. Plumb stated he believed he had.

**Mr. Brueck asked if Mr. Plumb has kept up with the profession.**

Mr. Plumb stated he has not practiced as a clinical mental health counselor since surrendering his license, but has practiced as a Life Coach. Mr. Plumb stated when he surrendered he was licensed as an ACMHC and had only completed about 2500 hours of supervised practice hours.

**Mr. Brueck stated at this time Mr. Plumb would need to complete his hours and pass the exams required for full licensure. Mr. Brueck asked the other members of the Board if there any questions or concerns they have.**

**Dr. Roach stated if the Board considers reinstating Mr. Plumb's license, he would like to require Mr. Plumb complete the entire 4000 hour requirement since he has not practiced since 2013. Dr. Roach stated he wished Mr. Plumb had stayed up with his continuing education for the profession during this time if he had anticipated getting back into the field.**

**Ms. Spencer stated she agreed with Dr. Roach's recommendation to complete 4000.**

**Mr. Brueck made a motion to reinstate Mr. Plumb's ACMHC license with the requirement he complete 4000 hours of supervised experience.**

**Dr. Roach seconded the motion.**

**The Board motion passed.**

Mr. Plumb thanked the Board for their time.

## **DAVID FALCK, REINSTATEMENT REVIEW**

*(Refer to audio for specifics.) (Audio\_ 03)(00:56:20 – 1:15:00)*

**The Board welcomed David Falck to the meeting.**

**Mr. Brueck conducted the interview.**

Mr. Falck met with the Board to discuss reinstatement of his ACMHC license.

Mr. Falck provided an update to the Board. Mr. Falck stated he previously held an ACMHC license with Utah before he relocated to the state to Massachusetts. Mr. Falck stated he had no intentions of returning to Utah to practice until recently, due to family issues. Mr. Falck stated Massachusetts has different license requirements from Utah and he was unaware he was not able to practice supervised without a license. Mr. Falck stated he has completed his 4000 hours of supervised experience with Massachusetts and needs to pass his exam. Mr. Falck stated he has accepted a job in Utah as a counselor and needs the ACMHC license in order to practice until he is able to apply for the CMHC license once he passes his exam.

Questions, comments, and concerns were discussed.

**Mr. Brueck asked if Mr. Falck had applied for and received full licensure in Massachusetts.**

Mr. Falck stated he had not. Stating he had other things happening at the time and he knew he would be moving so he did not pursue licensure with Massachusetts.

**Mr. Brueck asked when Mr. Falck completed his 4000 hours.**

Mr. Falck stated he completed his hours in April or May of 2020.

**Mr. Brueck stated the date of completion is crucial because the law only allows an individual to hold an ACMHC license up to two years after they complete their hours. Mr. Brueck stated if the Board were recommend reinstatement of the ACMHC license it would only be for a certain amount of time based on the completion date of Mr. Falck's hours.**

Mr. Falck stated he understood and would have that information provided.

**Mr. Brueck asked if Mr. Falck had completed the licensure exams.**

Mr. Falck stated he believed he had completed the NCE exam when he graduated and will need to complete the NCMHCE exam. Mr. Falck stated he has been unable to find or provide verification of which exam he took.

**Dr. Roach stated he wanted to make sure Mr. Falck did not take the CPCE exam because that is not the same as the NCE exam. Mr. Falck will need to provide**

verification of passing the NCE exam or he will need to pass that exam to in addition to passing NCMHCE exam.

The Board stated they were ready to make a motion.

Ms. Johnson stated since there were multiple requirements the Board would like to recommend, the Board would need to make a separate motion for each.

Ms. Spencer made a motion to reinstate Mr. Falck's ACMHC license until January 12, 2022.

Dr. Roach seconded the motion.

The Board motion passed.

Mr. Brueck made a motion Mr. Falck provide evidence of the date he completed completion of 4000 hours of supervised experience and his supervisor provide a wet signature confirming completion.

Dr. Roach seconded the motion.

The Board motion passed.

Mr. Brueck recommend provide supporting documents of evidence confirming completion for continuing education.

Ms. Spencer seconded the motion.

The Board motion passed.

Dr. Roach stated he wanted to clarify the Board was asking for the requested information is to support their recommendation for reinstatement and extension and also to show it's within the guidelines of the Statute and Rule.

Ms. Johnson provided information regarding a license verification for Mr. Falck's supervisor.

Mr. Falck thanked the Board for their time.

#### **KATHY WICKERSHAM, APPEAL SUPERVISION HOURS**

*(Refer to audio for specifics.) (Audio\_03)(1:16:00 – 1:32)*

**The Board welcomed Kathy Wickersham to the meeting.**

**Introductions were made.**

**Dr. Roach conducted the interview.**

Ms. Wickersham met with the Board to discuss appealing the Divisions decision regarding her supervised experience hours obtained from California.

Ms. Wickersham provided her education and practice background to the Board. Ms. Wickersham stated she had worked as an Associate MFT in California where she accrued her experience hours. Ms. Wickersham stated she was told her education would not meet requirements for an MFT license and she would be more in line with the CMHC license.

Ms. Wickersham stated she applied for a CMHC license but had been advised her hours obtained in California were too old and there were issues with her education and was issued an ACMHC Extern license instead. Ms. Wickersham stated she was issued the wrong license and approved for the wrong exam and then later issued the correct license and provided a deficiency letter for courses she need to complete, which she has completed.

**Ms. Falkenrath stated she wanted to provide some clarification to Ms. Wickersham's statement about being issued the wrong license. Ms. Falkenrath stated Ms. Wickersham was never issued an AMFT license, instead of receiving a letter regarding the ACMHC license she was sent the letter for an AMFT in error.**

**Ms. Falkenrath stated the letters are sent out once an individual is issued an associate license letting them know their license has been issued and what the expectations are while holding the license. This includes the time frame of the license and exam information.**

**Ms. Falkenrath stated she apologized for the confusion and the error with the letter and stated Ms. Wickersham had always been issued the ACMHC license and not the AMFT license.**

Ms. Wickersham stated because she had received the letter she assumed her hours with California had been approved by the Division.

**The Board asked if Ms. Wickersham is currently working as an ACMHC and if she had completed 4000 hours of experience in California.**

Ms. Wickersham stated yes she is currently working and she did complete 4000 hours of supervised experience.

Questions, comments, and concerns were discussed.

**Dr. Roach stated based on the information provided and understanding Ms. Wickersham education and experience background, and the fact she is currently working in the field supervised, he does not see an issue with accepting her hours.**

**Ms. Spencer stated she too did not have an issue at this time accepting the hours since Ms. Wickersham is still working in the field while supervised.**

**Dr. Roach stated since the Board is accepting the Ms. Wickersham's hours, how does it affect her ACMHC license at this time.**

**Ms. Falkenrath stated based on the Board's decision to accept the hours, the ACMHC license would not be eligible for an extension at any time.**

**Dr. Roach stated what this means is Ms. Wickersham will need to pass the NCE and NCMHCE exams, and apply for the CMHC license before her ACMHC license expires.**

**Ms. Spencer made a motion to approve the supervised experience hours obtained in California.**

**Dr. Roach seconded the motion.**

**The Board motion passed.**

Ms. Wickersham asked how the information would be provided to the licensing group to indicate the Board had accepted her hours from California.

**Ms. Falkenrath stated information would be reflected in Ms. Wickersham's file as well as being documented in the written meeting minutes.**

Ms. Wickersham thanked the Board for their time.

## **EXTENSION REQUESTS**

*(Refer to audio for specifics.)*

## **NICHOLAS MCDONALD**

*(Refer to audio for specifics.) (Audio\_03)(1:32:00 – 1:36:13)*

**The Board welcomed Nicholas McDonald to the meeting.**

**Mr. Brueck conducted the interview.**

Mr. McDonald met with the Board to request an extension of their ACMHC license in order to allow them time to pass his exams and CE's. Mr. McDonald completed his 4000 hours of supervised experience in May of 2021.

Mr. McDonald provided an update to the Board stating he had passed the NCE Exam. He has completed some CE's, but needs to complete some additional. He previously took the NCMHCE Exam and did not pass it so he has to wait 90 days before he can reregister to take it again.

Questions, comments, and concerns were discussed.

**Mr. Brueck made a motion extend Mr. McDonald's ACMHC license until March 9, 2022.**

**Dr. Roach seconded the motion.**

**The Board motion passed.**

Mr. McDonald thanked the Board for their time.



## **TYLER GORDON**

*(Refer to audio for specifics.) (Audio\_03)(1:36:13 – 1:44:45)*

**The Board welcomed Tyler Gordon to the meeting.  
Dr. Roach conducted the interview.**

Mr. Gordon met with the Board to request an extension of his ACMHC license in order to allow him time to pass his exams. Mr. Gordon has completed his hours.

**Dr. Roach stated the Board understands Mr. Gordon completed his hours, however, the completion date provided is sooner than 2 years from when he was issued his license. Dr. Roach stated the soonest the Board can consider Mr. Gordon's hours completed would be September 7, 2020, since he was issued his license on September 7, 2018.**

Questions, comments, and concerns were discussed

Mr. Gordon provided an update to the Board stating he has completed some CE's in ethics, suicide prevention, and other areas. Mr. Gordon stated he has taken the NCMHCE exam five times and plans to sign up and take it in October.

**Dr. Roach stated verification of completed CE's need to be submitted to DOPL when requesting a license extension. Dr. Roach provided feedback regarding exam prep. Dr. Roach indicated the NCE exam is also a requirement.**

**Dr. Roach stated he would like to recommend granting Mr. Gordon a license extension for six months. Dr. Roach stated Utah Law only allows for an extension to be provided up to two years from the date the 4000 hours of experience were completed. This means Mr. Gordon would only be eligible for an extension until September 7, 2022.**

Mr. Gordon stated he understood.

**Ms. Spencer made a motion extend Mr. Gordon's ACMHC license for six months.  
Dr. Roach seconded the motion.  
The Board motion passed.**

Mr. Gordon thanked the Board for their time.

## **LOGAN ROBERTS**

*(Refer to audio for specifics.) (Audio\_03)(1:44:45 – 1:47:30)*

**The Board welcomed Logan Roberts to the meeting.  
Mr. Brueck conducted the interview.**

Mr. Roberts met with the Board to request an extension of his ACMHC license in order to allow him time to pass the NCE exam. Mr. Roberts completed his hours on May 4, 2020, and has passed the NCMHCE exam.

Mr. Roberts provided an updated to the Board and stated he needs to complete some CE's in ethics and suicide prevention, but has all his other CE hours.

Questions, comments, and concerns were discussed.

**Mr. Brueck made a motion extend Mr. Roberts ACMHC license until Jan 12, 2022.**

**Dr. Roach seconded the motion.**

**The Board motion passed.**

Mr. Roberts thanked the Board for their time.

### **CAITLYN STRINGHAM**

*(Refer to audio for specifics.) (Audio\_03)(1:47:35 – 1:50:54)*

**The Board welcomed Caitlyn Stringham to the meeting.**

**Dr. Roach conducted the interview.**

Ms. Stringham met with the Board to request an extension of her ACMHC license in order to allow her time to complete her hours and pass the NCE exam. Ms. Stringham has passed her NCMHCE exam.

Ms. Stringham provided an update to the Board regarding her circumstances.

Ms. Stringham indicated she is up to date with her CE's with the exception of needing an additional hour in ethics.

Questions, comments, and concerns were discussed.

**Dr. Roach stated since Ms. Stringham has a little under 1000 hours to complete and pass the NCE exam, he would like to recommend extending her license until May 4, 2022.**

**Mr. Brueck made a motion extend Ms. Stringham's ACMHC license until May 4, 2022.**

**Ms. Spencer seconded the motion.**

**The Board motion passed.**

Ms. Stringham thanked the Board for their time.

### **COURTNEY LYMAN**

*(Refer to audio for specifics.) (Audio\_03)(1:51:00 – 1:54:00)*

**The Board welcomed Courtney Lyman to the meeting.**

**Dr. Roach conducted the interview.**

Mr. Lyman met with the Board to request an extension of his ACMHC license in order to pass his exams. Mr. Lyman completed his hours June 30, 2020.

Mr. Lyman provided an update to the Board stating he has scheduled the NCMHCE exam for September 17<sup>th</sup> and then needs to schedule to take the NCE exam. Mr. Lyman stated he understands he only has until the end of June 2022 for extension eligibility.

Questions, comments, and concerns were discussed.

**Dr. Roach asked where Mr. Lyman is with his CE's.**

Mr. Lyman stated he is up to date with his CE's.

**Dr. Roach stated he would like to recommend an extension until January 12, 2022.**

**Ms. Spencer made a motion extend Mr. Lyman's ACMHC license until January 12, 2022.**

**Mr. Brueck seconded the motion.**

**The Board motion passed.**

Mr. Lyman thanked the Board for their time.

## **MELANIE ROBINSON**

*(Refer to audio for specifics.) (Audio\_03)(1:54:00 - 1:57:19)*

**The Board welcomed Melanie Robinson to the meeting.**

**Mr. Brueck conducted the interview.**

Ms. Robinson met with the Board to request an extension of her ACMHC license in order to allow her time to pass the NCMHCE exam. Has passed the NCE exam. Indicated hours were completed, but will need additional information provided.

Questions, comments, and concerns were discussed.

**Mr. Brueck stated the information provided to the Board indicates Ms. Robinson completed her hours, however, documentation submitted only verifies 1235 hours.**

Ms. Robinson stated her hours were completed in August or September of 2020.

**Mr. Brueck stated Ms. Robinson will need to provide additional information to the Division including the exact date she completed her hours. This is required to know how much time Ms. Robinson is eligible for an extension since the law only allows for up to two years from the date hours are completed.**

Ms. Robinson stated she understood.

**Mr. Brueck made a motion extend Ms. Robinson's ACMHC license until January 12, 2022.**

**Ms. Spencer seconded the motion.**

**The Board motion passed.**

Ms. Robinson thanked the Board for their time.

**STEVEN BRISTOW**

*(Refer to audio for specifics.) (Audio\_03)(1:57:30 – 2:03:30)*

**The Board welcomed Steven Bristow to the meeting.**

**Dr. Roach conducted the interview.**

Mr. Bristow met with the Board to request an extension of his ACMHC license in order to allow him time to complete his hours and pass the NCMHCE exam. Mr. Bristow has passed the NCE Exam.

Mr. Bristow provided an update to the Board stating he received permission to take the exam and is up to date with his CE's. Mr. Bristow provided an update regarding some CE's he completed. Mr. Bristow stated he has completed 3300 hours at this time. Works at a private practice and see's 20-25 clients per week. Has a little less than 700 hours to complete and pass the NCMHCE exam.

Questions, comments, and concerns were discussed.

**Dr. Roach stated he would like to recommend a six month extension.**

**Ms. Spencer made a motion extend Mr. Bristow's ACMHC license until March 9, 2021.**

**Mr. Brueck seconded the motion.**

**The Board motion passed.**

Mr. Bristow thanked the Board for their time

**BRIAN PACE**

*(Refer to audio for specifics)*

Mr. Pace was not present for the meeting. His request will be reviewed when he is able to meet with the Board.

**ADJOURN:**

The meeting adjourned at 3:05 P.M.

**NEXT SCHEDULED MEETING:** November 10, 2021

**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.

11/17/2021

**Date Approved**

*Abigail Crouse*

Abigail Crouse (Nov 17, 2021 09:45 MST)

**Kenneth Roach, Acting Chair** Abigail Crouse  
**Clinical Mental Health Counselor Licensing Board**

11/17/2021

**Date Approved**

*Jennifer Falkenrath*

Jennifer Falkenrath (Nov 17, 2021 10:15 MST)

**Jennifer Falkenrath, Bureau Manager, DOPL**