

MINUTES

BEHAVIORAL HEALTH AND HUMAN SERVICES LICENSING BOARD

JULY 27, 2009

I. CALL TO ORDER AND ESTABLISH QUORUM

Andrew Harner called the meeting to order at 1:20 p.m. in Room W064, 402 West Washington Street, Indianapolis, Indiana and declared a quorum, in accordance with IC § 25-23.6-2.

Members Present:

Andrew Harner, MSW, L.C.S.W., President
Geneva Osawe, MSW, L.M.F.T., L.C.S.W., MFT Section Chair, Vice-President
Kimble Richardson, M.S. L.M.H.C., L.C.S.W., L.M.F.T., MHC Section Chair
Rex Stockton, Ed.D, L.M.H.C., L.C.S.W., L.M.F.T., Psychologist, MHC Section Chair
Ruth Hallett, Consumer Member

Members Absent:

Michael Aemmer, MA, L.S.W., L.M.F.T.
Vacant, SW Section Chair
Vacant, Consumer Member
Vacant, Psychiatrist Member

Staff Present:

Valerie Jones, Board Director
Ronnie Saunders, Assistant Board Director
Donna Sembroski, Legal Counsel, Office of the Attorney General

II. ADOPTION OF AGENDA

A motion was made and seconded to adopt the agenda, as amended.

RICHARDSON/STOCKTON
Motion carried 5-0-0

III. APPROVAL OF MINUTES FROM MAY 18, 2009

A motion was made and seconded to approve the minutes of the May 18, 2009 meeting of the Board, as amended.

RICHARDSON/STOCKTON
Motion carried 5-0-0

IV. PERSONAL APPEARANCES

A. Olivia L. Spears, LSW Applicant

Ms. Spears appeared before an ALJ panel of the Board to discuss the Board's concerns with the positive responses on her licensure application. Ms. Spears answered "yes" to the following questions:

1. "Are you now being, or have you ever been treated for drug or alcohol abuse?"
2. "Have you ever been convicted of, pled guilty or *nolo contendere* to a violation of an Federal, State or local law relating to the use, manufacturing, distribution or dispensing of controlled substances or drug addiction?"
3. "Have you ever been convicted of, pled guilty or *nolo contendere* to any offense, misdemeanor or felony in any state?"

Ms. Spears informed the panel that she started using drugs in 2000 and was caught with the possession of methamphetamines in 2005 and was placed on probation. She stated that her probation ended in 2006, she went counseling and AA meetings and has been clean for three (3) years.

The ALJ panel questioned Ms. Spears about her support system. Ms. Spears stated that the support of her family has helped her to stay off drugs and that the NA meetings were helpful.

Ms. Spears further explained what she had learned from her counseling. She stated that she believed that she was addicted from her first intake of the drugs and began using because she was not coping with her personal issues.

The ALJ panel questioned Ms. Spears about her current coping methods. Ms. Spears stated that she currently works out to relieve stress, receives support from her family, and has considered going back to counseling.

The ALJ panel questioned Ms. Spears about her application, degree, and job history. Ms. Spears graduated from the University of Southern Indiana in 2004 and is currently working at a grocery store.

The ALJ panel expressed concerns about her support system. Ms. Spears stated that her family is her major support system.

A motion was made and seconded to recommend that Ms. Spears be allowed to sit for the ASWB Master level examination and upon passing, issue Ms. Spears on probation with the following terms and conditions:

1. Make personal appearances before the Board every 6 months.
2. Shall have no opportunity to request the withdrawal of probation for a minimum of two (2) years.
3. Submit a quarterly report from her supervisor when she becomes employed in the field of social work.
4. Receive a treatment plan from a licensed mental health professional (LCSW, LMFT, LMHC, Psychologist, psychiatrist) and follow the treatment plan.
5. Submit quarterly reports with address, employment, name of supervisor.
6. May not work with addiction clients.

After review of the ALJ panel recommendation a motion was made and seconded to approve the ALJ's recommendation.

HALLETT/STOCKTON
Motion carried 5-0-0

B. Daria Humbles, LCSW Applicant

Ms. Humbles appeared before the ALJ panel of the Board to discuss the reasons that she failed to pass the ASWB clinical examination required for licensure as a clinical social worker.

Ms. Humbles Informed the ALJ panel that she experiences test anxiety when sitting for the exam.

The ALJ panel discussed exam strategies with Ms. Humbles. Ms. Humbles stated that she has attended the on-line exams and prep courses in an effort to pass the exam.

The ALJ panel gave Ms. Humbles suggestions of methods to overcome her test anxiety and questioned Ms. Humbles about her clinical placement after graduation.

Ms. Humbles is currently working as a substance abuse counselor and a mental health counselor. The ALJ panel suggested that Ms. Humbles seek out additional supervision to help with issues she is having passing the ASWB clinical exam.

A recommendation was made to allow Ms. Humbles to re-take the exam.

After review of the ALJ panel recommendation a motion was made and seconded to approve the ALJ's recommendation.

STOCKTON/OSAWA
Motion Carried 5-0-0

C. Jon A. Davidson, License #34001166A

Mr. Davidson appeared before the ALJ panel of the Board as a requirement of his probation terms.

Mr. Davidson informed the ALJ panel that he is currently employed as a general contractor for a roofing company and has remained clean and sober. Mr. Davidson further stated that he is not currently attending an AA meeting.

The ALJ panel questioned Mr. Davidson regarding his failure to comply with his current probation term of submitting quarterly reports and attending AA meetings.

Mr. Davidson expressed his concerns and objections to attending the AA meetings and his inability to secure employment as a result of his probationary status.

The ALJ panel expressed concerns with Mr. Davidson's failure to comply with his current probation order.

A recommendation was made to issue an Order to Show Cause to determine whether Mr. Davidson should be subject to additional discipline.

After review of the ALJ panel recommendation a motion was made and seconded to approve the ALJ's recommendation.

HALLETT/STOCKTON
Motion Carried 4-0-1

Mr. Richardson abstained

V. ADMINISTRATIVE HEARINGS

A. In the Matter of Cheryl L. Gay

Administrative Cause No. 2009 BHSB 001

Re: Complaint

Parties and Counsel Present:

Heather Kennedy, Deputy Attorney General, Counsel for the State of Indiana

Participating Board Members:

Mr. Harner (Hearing Officer)

Mr. Richardson

Ms. Osawe

Ms. Hallett

Dr. Stockton

Case Summary: A complaint was filed against the Respondent, Cheryl L. Gay, on February 25, 2009. Ms. Gay was charged with violating the NASW Ethics Code by engaging in a dual relationship with a patient.

Ms. Kennedy presented a settlement agreement to the Board with the following terms and conditions:

1. Respondent's clinical social worker license shall be placed on **INDEFINITE PROBATION**. Respondent shall not petition to withdraw the probationary status from her license for a period of three (3) years.
2. Respondent shall keep the Board apprised of her home address, mailing address and residential telephone number at all times;
3. Respondent shall keep the Board apprised of her place of employment, employment telephone number and name of her supervisor at all times;
4. Respondent shall keep the Board informed of her occupation title, work schedule, including the number of hours worked at all times;
5. Respondent shall provided a copy of all Board orders imposing discipline or limiting practice to any social work employer who shall sign and return a copy of such order to the Board within seven (7) days of employment or receipt of this order.
6. Respondent agrees that she will take six (6) hours of continuing education in the areas of ethics and boundaries within the first six (6) months of probation. These continuing education hours are in addition to the required hours to maintain licensure in the State of Indiana.
7. Respondent shall make quarterly appearances before the Board for the length of her probation.
8. Respondent shall be supervised by an actively licensed supervisor, (psychiatrist, HSPP, licensed mental health counselor, licensed clinical social worker, or licensed marriage and family therapist).
9. Respondent shall have supervisor submit quarterly reports to the Board advising on Respondent's progress in understanding boundary issues.

Board Action: A motion was made and seconded to approve the settlement agreement as presented.

STOCKTON/RICHARDSON
Motion carried 5-0-0

VI. OLD/NEW BUSINESS

A. Reinstatement for Licenses Expired for Three-Plus Years

1. David Jolliff, License # 35000524A

The Board reviewed documentation from Mr. Jolliff regarding his request to renew his expired license to practice marriage and family therapy. Mr. Jolliff's license has been expired since April 1, 2004. Mr. Jolliff submitted documentation of having completed 40 hours of CEUs within the previous 24 months, which is necessary for the renewal of licenses expired for longer than three (3) years. Further, Mr. Jolliff submitted a letter detailing the reasons for failing to renew his license.

A motion was made and seconded to reinstate his expired license to practice marriage and family therapy.

STOCKTON/OSAWA
Motion carried 5-0-0

2. Pamela R. Phares, License #34004704A

The Board reviewed documentation from Ms. Phares regarding her request to renew her expired license to practice clinical social work. Ms. Phares's license has been expired since April 1, 2006. Ms. Phares submitted documentation of having completed 40 hours of CEUs within the previous 24 months, which is necessary for the renewal of licenses expired for longer than three (3) years.

Further, Ms. Phares submitted a letter detailing the reasons for failing to renew her license.

A motion was made and seconded to reinstate her expired license to practice clinical social work.

OSAWA/RICHARDSON
Motion carried 5-0-0

3. Donald J. Amidei, License #33001184A

The Board reviewed documentation from Mr. Amidei regarding his request to renew his expired license to practice social work. Mr. Amidei's license has been expired since April 1, 2006. Mr. Amidei submitted documentation of having completed 40 hours of CEUs within the previous 24 months, which is necessary for the renewal of licenses expired for longer than three (3) years. Further, Mr. Amidei submitted a letter detailing the reasons for failing to renew his license.

A motion was made and seconded to request a letter explaining the nature of his working experience during the time his license was expired.

HALLETT/OSAWA
Motion carried 5-0-0

4. Troy N. Pedersen, License # 39000352A

The Board reviewed documentation from Mr. Pedersen regarding his request to renew his expired license to practice mental health counseling. Mr. Pedersen's license has been expired since April 1, 2006. Mr. Pedersen submitted documentation of having completed 40 hours of CEUs within the previous 24 months, which is necessary for the renewal of licenses expired for longer than three (3) years. Further, Mr. Pedersen submitted a letter detailing the reasons for failing to renew his license.

After review, a motion was made and seconded to request a personal appearance.

OSAWA/HALLETT
Motion carried 5-0-0

5. Jennifer Jansen, License # 34003275A

The Board reviewed documentation from Ms. Jansen regarding her request to renew her expired license to practice clinical social work. Ms. Jansen's license has been expired since April 1, 2002. Ms. Jansen submitted documentation of having completed 40 hours of CEUs within the previous 24 months, which is necessary for the renewal of licenses expired for longer than three (3) years. Further, Ms. Jansen submitted a letter detailing the reasons for failing to renew her license.

A motion was made and seconded to reinstate her expired license to practice clinical social work pending successfully passing the jurisprudence exam.

STOCKTON/RICHARDSON
Motion carried 5-0-0

6. Vicki Muffley, License # 39000815A

The Board reviewed documentation from Ms. Muffley regarding her request to renew her expired license to practice mental health counseling. Ms. Muffley's license has been expired since April 1, 2006. Ms. Muffley submitted

documentation of having completed 40 hours of CEUs within the previous 24 months, which is necessary for the renewal of licenses expired for longer than three (3) years. Further, Ms. Muffley submitted a letter detailing the reasons for failing to renew her license.

After review, a motion was made and seconded to require a personal appearance.

Stockton/ Aemmer
Motion carried 4-0-0

7. Judy Anne Montgomery, License # 39001047A

The Board reviewed documentation from Ms. Montgomery regarding her request to renew her expired license to practice mental health counseling. Ms. Montgomery's license has been expired since April 1, 2004. Ms. Montgomery submitted documentation of having completed 40 hours of CEUs within the previous 24 months, which is necessary for the renewal of licenses expired for longer than three (3) years. Further, Ms. Montgomery submitted a letter detailing the reasons for failing to renew her license.

A motion was made and seconded to reinstate her expired license to practice pending successfully passing the jurisprudence exam.

RICHARDSON/HALLETT
Motion carried 5-0-0

8. Lori A. Truesdell, License # 34001232A

The Board reviewed documentation from Ms. Truesdell regarding her request to renew her expired license to practice clinical social work. Ms. Truesdell's license has been expired since April 1, 2000. Ms. Truesdell submitted documentation of having completed 40 hours of CEUs within the previous 24 months, which is necessary for the renewal of licenses expired for longer than three (3) years. Further, Ms. Truesdell submitted a letter detailing the reasons for failing to renew her license.

A motion was made and seconded to reinstate her expired license to practice pending successfully passing the jurisprudence exam.

STOCKTON/HALLETT
Motion carried 5-0-0

B. Request for Reinstatement of Retired License

1. Erin M. Smith, License # 34004240A

Ms. Smith requested that her retired license be reinstated. Ms. Smith submitted the required number of continuing education hours required for reinstatement.

A motion was made and seconded to reinstate her retired license to practice clinical social work.

OSAWA/HALLETT
Motion carried 5-0-0

2. Cynthia Lee Welbourn, License # 33004489A

Ms. Welbourn requested that her retired license be reinstated. Ms. Welbourn submitted the required number of continuing education hours required for reinstatement.

A motion was made and seconded to reinstate her retired license to practice social work.

OSAWA/HALLETT
Motion carried 5-0-0

3. Patrick Miller Neal, License # 34000550A

Mr. Neal requested that his retired license be reinstated. Mr. Neal submitted the required number of continuing education hours required for reinstatement.

A motion was made and seconded to reinstate his retired license to practice clinical social work.

OSAWA/HALLETT
Motion carried 5-0-0

C. Addiction Counselor Applications and Fee Rule Review

The Board reviewed the fee rule necessary to begin licensure of addiction counselors and clinical addiction counselors.

A motion was made and seconded to file a Notice of Intent for the addiction counselor fee rule.

RICHARDSON/HALLETT
Motion carried 5-0-0

D. On-Line Supervision Discussion

The Board reviewed an email regarding whether on-line supervision should be allowed. The Board discussed the issue and was opposed to having anything other than face-to-face supervision.

E. Auditing Graduate Courses for Continuing Education Credit

The Board discussed whether auditing a course can be counted toward the continuing education requirements. After a brief discussion, the board tabled the discussion until the next board meeting.

VII. DELIBERATION AND FINAL VOTE OF ACTION TAKEN BY ALJ

A motion was made and seconded to approve the ALJ decisions made on the following applicants on May 18, 2009:

A. Reinstatement for Licenses Expired for Three-Plus Years

1. Helen L. Goszkowski, License # 34000630A - reinstate pending a successful score on the jurisprudence exam.
2. Connie Lee Swain, License #34000334A - reinstate pending a successful score on the jurisprudence exam.
3. Gregory Jean Ramey, License #34004313A - reinstate pending a successful score on the jurisprudence exam.
4. Julia Lea Bates, License #34000202A - reinstate pending a successful score on the jurisprudence exam.

B. Request for Waiver of Continuing Education Requirement

1. Joann Benedetto, License # 34005561A - request additional information from the April 6, 2009 continuing education course.

2. Wendy Sarvari, License # 39000501A - require that she sit for the jurisprudence exam.

C. Request for Reinstatement of Expired License

1. Candace JA McDaniel, License # 34003754A - reinstate her expired license.

VIII. CE SPONSOR APPLICATION REVIEW

1. Northwest Indiana Education Service Center – approve.
2. Lampion Center- approve.
3. Community and Family Resource Center – approve.
4. Center for Mental Health – approve.
5. Thriving Life Ministries, Inc. – approve.

HALLETT/STOCKTON
Motion carried 5-0-0

IX. CE SPONSOR APPLICATION REVIEW

- A. A motion was made and seconded to request additional information on continuing education sponsor application of Michiana Behavioral Health.

HALLETT/STOCKTON
Motion carried 5-0-0

- B. A motion was made and seconded to approve the continuing education sponsor application of Family & Children’s Services, Inc.

HALLETT/STOCKTON
Motion carried 5-0-0

- C. A motion was made and seconded to approve the continuing education sponsor application of Community and Heart of Art Studio.

HALLETT/RICHARDSON
Motion carried 5-0-0

- D. A motion was made and seconded to request additional information on application of Imago.

HALLETT/STOCKTON
Motion carried 5-0-0

X. FORMAL ADOPTION OF APPLICATION REVIEW

A motion was made and seconded to approve the recommendations made by each section of the Board for the licensure application reviews conducted from 8:00 a.m. to 9:00 a.m., and at any other time since the previous board meeting.

HALLETT/RICHARDSON
Motion carried 5-0-0

- A. The applications of the following individuals were approved for examination:

- | | |
|---------------------|--------|
| 1) Enyart, Kim | (LMFT) |
| 2) Kaufman, Erika | (LMFT) |
| 3) Ziko, Belinda | (LMFT) |
| 4) Babb, Tanner | (LMFT) |
| 5) Davis, Lindsey | (LMFT) |
| 6) Bryant, John | (LMFT) |
| 7) Burns, Edward | (LMFT) |
| 8) Heribacka, Diane | (LMFT) |
| 9) Wilson, Ronald | (LMFT) |

10) Mitchell, Deborah	(LMFT)
11) Conner, Shanna	(LMFT)
12) Dalton, Ranada	(LMFT)
13) Halstead, Ruth	(LMFT)
14) Kmitta, Kathleen	(LMFT)
15) Metz, Sandra	(LMFT)
16) Scott, Patricia	(LMFT)
17) Voelker, Emily	(LMFT)
18) Watts, Kristie	(LMFT)
19) Erk, Monica	(LMFT)
20) Chellappah, Anita	(LCSW)
21) Minner, Perry	(LCSW)
22) Miller, Kermit	(LMHC)
23) Nicholson, Kimberly	(LMHC)
24) Swanson, Laura	(LMHC)
25) Tidwell, Jenai	(LMHC)
26) Smith, Colleenia	(LMHC)
27) Stapleton, Christina	(LMHC)
28) Ross, Edwin	(LMHC)
29) Steinmetz, Mark	(LCSW)
30) Heritz, Hope	(LCSW)
31) Girman, Kathleen	(LMHC)
32) Harrington, Ellen	(LMHC)
33) Hinkle, Valerie	(LMHC)
34) Jones, Richard	(LMHC)
35) Lingo, Sonja	(LMHC)
36) Austin, Amanda	(LMHC)
37) Bomkamp, Kelli	(LMHC)
38) Gibson, Kevin	(LMHC)
39) Letko, Heidi	(LMHC)
40) Braun, Janet	(LMFT)
41) Chandler, Flora	(LMFT)
42) Hawkins, James	(LMFT)
43) Huse, Jill	(LMFT)
44) Kahler, Scott	(LMFT)
45) Simmons, Frances	(LMFT)
46) Travis, Leah	(LMFT)
47) Warren, Sarah	(LMFT)
48) Williams, Brian	(LMFT)
49) Elias, Cezanne	(LMFT)
50) Harshman, Amy	(LMFT)
51) Hughes, Hannah	(LMFT)
52) Lewis, Davena	(LMFT)
53) Yalowitz, Jennifer	(LMFT)
54) Zwirkoski, Henry	(LMHC)
55) Novotney, Joseph	(LMHC)
56) Smith, Heather	(LMHC)
57) Moyer, Laurie	(LMHC)
58) McDonald, Rhonda	(LMHC)
59) Yinkey, Christopher	(LMHC)
60) Bain-Conkin, Kelly	(LMHC)
61) Johnson, Joy	(LMHC)
62) Groce, Christopher	(LMHC)
63) Kaehr, Karen	(LMHC)
64) Zaragoza, Diane	(LMHC)
65) Taylor, Todd	(LMHC)
66) Black, Jessica	(LMHC)
67) Howell, Phillip	(LMHC)
68) McComas, Sandra	(LMHC)
69) Walosin, Tricia	(LMHC)
70) Wead, Denise	(LMHC)

71) Woike, Erin	(LMHC)
72) Huntress, Margaret	(LMHC)
73) Kamara, Susan	(LMHC)
74) Moran, Sandra	(LMHC)
75) McLauren, Bridgette	(LMHC)
76) French, Sandra	(LMHC)
77) Hamilton, Scott	(LMHC)
78) Hilley, Daniel	(LMHC)
79) Caster, Tera	(LSW)
80) Kluemper, Linsay	(LCSW)
81) Peoples, Indya	(LCSW)

B. More information was requested from the following applicants before final action can be taken on applications for licensure via examination:

1) Aldrich, Amy	(LMFT)
2) Youngmans, Gary	(LMFT)
3) Messmore, Kara	(LMFT)
4) Anderson, Mary	(LMFT)
5) Burbank, Gerald	(LMFT)
6) Gray, Ida	(LMFT)
7) Krieger, Stacie Ann	(LMFT)
8) Knolt, Lisa	(LMFT)
9) Coffman, Susan	(LCSW)
10) McLaurin, Bridgette	(LMHC)
11) Shepple, Hannah	(LMHC)
12) Swanson, Laura	(LMHC)
13) Swenk, Donald	(LMHC)
14) Swaney, Susie	(LMHC)
15) Trent, Curtis	(LMHC)
16) Mylels, Steve	(LMHC)
17) McLaurin, Bridgette	(LMHC)
18) Rosario, Roxana	(LMHC)
19) Humbles, Daria	(LCSW)
20) Spears, Olivia	(LCSW)
21) Carroll, Candella	(LMHC)
22) Eldridge-Ramseur	(LMHC)
23) Emelogu, Hilda	(LMHC)
24) English, Kathleen	(LMHC)
25) Gibson, Kevin	(LMHC)
26) Groce, Christopher	(LMHC)
27) Frost, Susan	(LMHC)
28) Tuchfarber, Judith	(LMHC)
29) Dyer, Christianne	(LMHC)
30) Williams, Ti'uana	(LMHC)
31) Montano, Christine	(LMHC)
32) Mockabee, Tausha	(LMHC)
33) Pence, Diane	(LMHC)
34) Swenk, Donald	(LMHC)
35) Pettigrew, Henry	(LMHC)
36) Davison, Melanie	(LMHC)
37) Eubank, Robyn	(LMHC)
38) Hashberger, Jeffrey	(LMHC)
39) Schinpf, Karen	(LMHC)
40) Shepple, Hannah	(LMHC)
41) Taylor, Todd	(LMHC)
42) Smith, Richard	(LMHC)
43) Davison, Melanie	(LMHC)

C. The applications of the following individuals were denied for licensure via examination:

- 1) Schuble, Irene (LCSW)
- 2) Aguayo, Elizabeth (LCSW)

D. The applications of the following individuals were approved for endorsement:

- 1) Lewis, Renee (LCSW)
- 2) Schreck, Lisa (LSW)
- 3) Million, Linda (LMFT)
- 4) French, Donald (LMFT)
- 5) Gillis, Stephanie (LMFT)
- 6) Nussbaum, Amber (LMFT)
- 7) Crowder, Patricia (LMFT)
- 8) Habegger, Jenni (LMFT)
- 9) Hawkins, Amanda (LMHC)
- 10) Ferguson, Jon (LMFT)
- 11) Beatty, Kevin (LMFT)
- 12) Fisher, Michelle (LSW)
- 13) Hadding, Hope (LSW)
- 14) Bradford, Allyson (LCSW)
- 15) Hammond, Deborah (LCSW)
- 16) Mallett, Anne (LCSW)
- 17) Tharp, Elizabeth (LMHC)
- 18) Mooi, Mary (LCSW)
- 19) Mosier, Ryan (LCSW)
- 20) Stepanczuk, Janice (LCSW)
- 21) Sannoh, Abu (LCSW)
- 22) Schoneberg, Linda (LCSW)
- 23) Stone, Stephanie (LCSW)
- 24) Witzke, Rebecca (LCSW)
- 25) Wilson, Matthew (LCSW)
- 26) Kennedy, Corrine (LCSW)
- 27) Rice-Smucker, Eber Dean (LCSW)
- 28) Pollens, Karrie (LCSW)
- 29) Rinconeno, Cristina (LCSW)
- 30) Seibel, Dorothy (LCSW)
- 31) Zilenas, Ona (LCSW)

E. More information was requested from the following applicants before final action can be taken on applications for licensure via endorsement:

- 1) Myles, Steve (LMHC)
- 2) Kay Jones (LMHC)
- 3) Phillips, Robert (LMHC)
- 4) Gilday, Janet (LMHC)
- 5) Tharp, Elizabeth (LMHC)
- 6) Roth, Heidi (LMHC)
- 7) Marlett, Keith (LMHC)
- 8) Lerner, Charles (LMHC)

F. The applications of the following individuals were denied for licensure via examination:

- 1) Buschman, Linda (LSW)

XI. ADJOURNMENT

There being no further business and having completed its duties, the meeting of the Social Worker, Marriage and Family Therapist and Mental Health Counselor Board adjourned at 2:47 p.m.

Andrew Harner, MSW, L.C.S.W., President
Behavioral Health and Human Services Licensing Board