

MINUTES

BEHAVIORAL HEALTH AND HUMAN SERVICES LICENSING BOARD

SEPTEMBER 21, 2015

I. CALL TO ORDER AND ESTABLISHMENT OF QUORUM

Mr. Harner called the meeting to order at 9:05 a.m. in Room W064 of the Indiana Government Center South, 402 West Washington Street, Indianapolis, Indiana, and declared a quorum in accordance with Indiana Code § 15-5-1.1-6(c).

**Board Members Present:**

Andrew Harner, MSW, LCSW, Co-Board Chair, SW Section Chair  
Kimble Richardson, MS, LMHC, LCSW, LMFT, LCAC, Co-Board Chair, MHC Section Chair  
George Brenner, MS, LCSW, LMFT, LCAC, Co-Board Chair  
Carla Gaff-Clark, Ed. D, LMHC, CADAC-TV, LCAC, AC Section Chair  
~~Donald~~ Osborn, Ph.D., LMFT, LCSW, LMHC, LCAC, MFT Section Chair  
~~Rex Stockton, Ed. D., LMHC~~, LCSW, LMFT  
Stephan Viehweg, LCSW  
Maria Poor, MD, Physician Member

**Board Members Not Present:**

Vacant, Marriage and Family Therapy Member  
Vacant, Consumer Member  
Vacant, Consumer Member

**State Officials Present:**

Cindy Vaught, Board Director, Professional Licensing Agency  
Heather Hollcraft, Assistant Board Director, Professional Licensing Agency  
~~Donna~~ Sembrski, Deputy Attorney General, Office of the Attorney General

II. ADOPTION OF THE AGENDA AS AMENDED

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

~~BRENNER~~/STOCKTON

Motion carried 8-0-0

III. ADOPTION OF THE MINUTES FROM THE JULY 20, 2015 MEETINGS OF THE BOARD

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

~~RICHARDSON~~/BRENNER

Motion carried 8-0-0

#### IV. PERSONAL APPEARANCES

##### A. Probation

1. **Thomas Dworniczek, LCSW, LMFT**  
License Nos. 34001178A and 35000659A  
Administrative Cause No. 2012 BHSB 003

Mr. Dworniczek appeared before the Board, as requested, regarding his ongoing probationary status. Mr. Dworniczek stated there have been no changes since his last appearance. Mr. Dworniczek is in compliance with his Probationary Order. Mr. Dworniczek explained to the Board he will be participating in a course in the future and stated he would make a clear distinction between the counseling and spiritual services to possible clients. Mr. Dworniczek is scheduled to appear at the November 16, 2015 meeting of the Board.

2. **Tadd Whallon, LCAC**  
License No. 87000325A  
Administrative Cause No. 2012 BHSB 011

Mr. Whallon appeared before the Board, as requested, regarding his ongoing probationary status. Mr. Whallon stated there have been no changes since his last appearance. He stated he is planning to apply for the Director's position at his current place of employment. Mr. Whallon is still seeking counseling from Dr. Grant. Mr. Whallon is scheduled to appear at the November 16, 2015 meeting of the Board.

##### B. Renewal

There were no renewal appearances before the Board.

##### C. Reinstatement

1. **Ronald J. Golston, LSW, LMFT**  
License Nos. 3300144A and 35000561A

Mr. Golston appeared before the Board, as requested, regarding his request for reinstatement of his expired licenses. Mr. Golston's social worker and marriage and family therapy licenses expired on April 1, 2012. Mr. Golston stated he had moved and did not receive the license renewal notifications. He was diagnosed with prostate cancer in 2010 and had stenosis of the cervix in his spine in 2011 causing him to not be able to renew his licenses. Mr. Golston was grandparented for both of his licenses and has not taken an examination. Mr. Golston stated if his licenses are reinstated, he would like to work part time in the local schools. Mr. Golston has paid the reinstatement fee, but only submitted twenty eight and one-half (28.5) hours of approved continuing education of the forty (40) required. Also, the Board requires anyone that anyone who was grandparented and has not taken the national examination is required to take and pass the national examination at the level of their licenses. Mr. Golston stated he has not practiced counseling since the expiration of his licenses and submitted a copy of his prior 2010, 2011, and 2012 tax returns showing he did not have any income from providing counseling services. Due to extenuating circumstances regarding his health, the Board is

not inclined to require Mr. Golston to take the Master's level ASWB examination nor the Marriage and Family Therapy AMFTRB examination.

**Board action:** A motion was made and seconded to grant the reinstatement of Mr. Golston's social worker and marriage and family therapy licenses upon successful completion of the eleven and one-half (11.5) hours of approved continuing education as well as successful completion of the Indiana jurisprudence examinations pertaining to social work and marriage and family therapy licensure.

RICHARDSON/STOCKTON

Motion carried 8-0-0

#### D. Applications

##### 1. Kendal Barton (LSW)

Ms. Barton appeared before the Board, as requested, regarding her application for social worker licensure. Ms. Barton did not answer yes to any questions on the application. She stated that she misunderstood the question and thought that it was for convictions. In 2008, Ms. Barton had been arrested and charged with Operating While Intoxicated with a BAC of .08 or more. Ultimately, the case was dismissed by the court. She stated that she was in college and made a poor decision. She explained to the Board that nothing like this has happened since and will not happen again.

**Board action:** A motion was made and seconded to approve Ms. Barton's application for social work licensure upon successful completion of the ASWB Master's examination.

GAFF-CLARK/VIEHWEG

Motion carried 8-0-0

##### 2. Jennifer Bell (LMHC)

Ms. Bell appeared before the Board, as requested, regarding her application for mental health counselor licensure. Ms. Bell did not answer yes to any questions on the application. Ms. Bell explained that in 2003 she was arrested and charged with Shoplifting. She explained that she entered into a pre-trial diversion and the case was dismissed upon completion of all court requirements. She stated she did not answer the question on the application because she was under the impression that arrests were removed from your record after seven (7) years.

**Board action:** A motion was made and seconded to approve Ms. Bell's application for mental health counselor licensure pending review of her application file.

RICHARDSON/STOCKTON

Motion carried 8-0-0

##### 3. Jennifer L. Cullins (LMHCA)

Ms. Cullins appeared before the Board, as requested, regarding her application for mental health counselor associate license. Ms. Cullins answered yes to the questions on the application that ask "Do you have any condition or impairment (*including a history of*

*alcohol or substance abuse*) that currently interferes, or if left untreated may interfere, with your ability to practice in a competent and professional manner"; "Have you ever been denied staff membership or privileges in any hospital or health care facility or had such membership or privileges revoked, suspended, or subjected to any restrictions, probation or other type of discipline or limitations"; and "Have you ever been admonished, censured, reprimanded or requested to withdraw, resign or retire from any hospital or health care facility in which you have trained, held staff membership or privileges or acted as a consultant?" Ms. Cullins reported that for the last fifteen (15) years she has lived with bipolar disorder. She currently takes medication and leads a productive life. She also stated that while working at the Bowen Center, she received an employee discipline notice. In November 2012, after three (3) months of working there, she was terminated from the Bowen Center in Wabash, Indiana as a therapist due to the quality of her work. The main concerns were inefficiency and inaccuracy in diagnosing, writing and producing clinical assessments, and tardiness of paperwork/case notes. She also breached client confidentiality by unwittingly releasing information to a client's lawyer without a release of information form being signed by the client. She has been employed at SCAN in Fort Wayne, Indiana since September 2013 as a therapist and remains employed there to date. Her supervisor at SCAN has concerns with her clinical sessions. A below average rating by her supervisor was given in July of 2015.

**Board action:** A motion was made and seconded to approve Ms. Cullin's application for mental health counselor licensure pending review of her application file and placing her license on Indefinite Probation once a passing score on the examination has been attained with the following terms and conditions:

- Cannot petition for withdrawal of probation for a period of one (1) year from the date of the Board's Order.
- Complete continuing education with 50% in diagnosis and assessment.
- Must attend regular meetings with a clinical supervisor when employed as a mental health counselor causing said supervisor to submit quarterly reports with at least one (1) year of supervision.
- Must follow-up with a psychiatrist with quarterly reports regarding fitness to practice.

RICHARDSON/STOCKTON  
Motion carried 8-0-0

**4. Katherine L. Eich (LMHC)**

Ms. Eich appeared before the Board, as requested, regarding her application for mental health counselor licensure. Ms. Eich did not answer yes to any questions on the application. She stated she thought that it was for convictions. Ms. Eich explained that in 2012, she was arrested and charged with Trafficking with an Inmate in Lake County, Indiana after attempting to smuggle cigarettes into the county jail for her boyfriend that was incarcerated at the time. She stated she entered into a pre-trial diversion program, completed all court requirements, and on March 1, 2014 the court dismissed the charge.

**Board action:** A motion was made and seconded to approve Ms. Eich's application for mental health counselor licensure pending review of her application file.

RICHARDSON/BRENNER

Motion carried 8-0-0

**5. Sarah McCarthy (LMHC)**

Ms. McCarthy appeared before the Board, as she requested regarding her application for mental health counselor licensure. Mr. Richardson had previously reviewed Ms. McCarthy's application for licensure and determined she was lacking courses that met the content area requirement for Contextual Dimensions and Foundations of Mental Health Counseling. Ms. McCarthy brought Dr. Jennifer Hutchins to assist in supporting her reasoning behind why she believes the courses she has taken meet the requirements for Indiana licensure.

**Board action:** A motion was made and seconded to refer the approval of Ms. McCarthy's application file to Mr. Richardson and Dr. Stockton. Her application and documentation was approved to take the examination.

RICHARDSON/BRENNER

Motion carried 8-0-0

**6. Julie Neudecker Wright (LSW)**

Ms. Wright did not appear before the Board, as requested, regarding her application for social work licensure. Ms. Wright will be scheduled to appear at the next available meeting of the Board.

**7. Charles Simmons (LCSW)**

Mr. Simmons was rescheduled to appear on November 16, 2015.

**E. Examination Attempts**

**1. Valerie Boromisa (LCSW)**

Ms. Boromisa did not appear before the Board, as requested, regarding her request to sit for the ASWB clinical social work licensure exam for the fourth time. Ms. Boromisa will be scheduled to appear at the next available meeting of the Board.

**2. Bridgette Spann (LCSW)**

Ms. Spann appeared before the Board, as requested, regarding her ongoing attempts of the ASWB clinical social work licensure examination. Ms. Spann has failed the examination three (3) times, making this her fourth attempt. Ms. Spann explained that she has attended the DSM V course, the test prep course through the ASWB, and studied other preparation material. She stated she does not understand why she cannot pass the course. Dr. Stockton recommended she speak with someone at the university to see if they can assist her with relaxation techniques that may assist her in passing the examination.

**Board action:** A motion was made and seconded to grant permission to Ms. Spann to retake the ASWB clinical social work licensure examination for the fourth attempt.

VIEHWEG/BRENNER  
Motion carried 7-1-0  
\*Mr. Harner opposed

**3. Richard Stuffle (LCSW)**

Mr. Stuffle appeared before the Board, as requested, regarding his ongoing attempts of the ASWB clinical social work licensure examination. Mr. Stuffle explained that he has attention deficit disorder. He indicated to the Board that he has submitted a special accommodation request to the ASWB for extra time and a private room.

**Board action:** A motion was made and seconded to grant permission to Mr. Stuffle to retake the ASWB clinical social work licensure examination for the fourth attempt.

VIEWHIG/STOCKTON  
Motion carried 8-0-0

**4. Carolyn Suniga (LCSW)**

Ms. Suniga appeared before the Board, as requested, regarding her ongoing attempts of the ASWB clinical social work licensure examination. Ms. Suniga explained that she has taken Dr. Sophia Dziegielewski's preparation course. She feels that she may have testing anxiety. She stated she has also contacted the National Association of Social Work Boards and taken their preparation courses.

**Board action:** A motion was made and seconded to grant permission to Ms. Suniga to retake the ASWB clinical social work licensure examination for the fourth attempt.

BRENNER/OSBORN  
Motion carried 8-0-0

**5. Phyllis Tobias (LCSW)**

Ms. Tobias did not appear before the Board, as requested, regarding her request to sit for the ASWB clinical social work licensure examination for the fourth time. Ms. Tobias will be scheduled to appear at the next available meeting of the Board.

**6. Stephanie Williams (LCSW)**

Ms. Williams did not appear before the Board, as requested, regarding her request to sit for the ASWB clinical social work licensure examination for the fourth time. Ms. Williams will be scheduled to appear at the next available meeting of the Board.

**7. Mary Knarr (LMHC)**

Ms. Knarr was rescheduled to appear on November 16, 2015.

**F. Other**

**1. Lidija Hurni, LMFTA**

Ms. Hurni had requested an appearance before the Board regarding her application for marriage and family therapy associate license. Ms. Hurni had previously requested the Board to accept her supervision of students while she only holds a marriage and family therapy associates license. Also, the board is concerned that this may cause issues with the student's supervision she has provided while being a clinical director at Indiana University Ft. Wayne. Ms. Hurni contacted IPLA and stated she will not need this appearance due to the fact that she has completed her supervised clinical experience via a different path. The Board is concerned about the supervision she has provided to these students as the practice act states "The applicant provide five hundred (500) face to face client contact hours of marriage and family therapy services under the supervision of a licensed marriage and family therapist who has at least five (5) years of experience or a qualified supervisor approved by the board."

**Board action:** A motion was made and seconded to have Ms. Vaught draft a letter to the director of IPFW to appear at the November 16, 2015 meeting of the board to answer questions regarding student supervision.

OSBORN/GAFF-CLARK  
Motion carried 8-0-0

## 2. Jessica Hynson (LMHC)

Ms. Hynson appeared before the Board, at her request, regarding her application for mental health counselor licensure. Ms. Hynson is upset with the way her application has been processed by the IPLA. Ms. Hynson initially submitted her application for licensure on July 25, 2014. Ms. Hynson was notified at that time that she would need to submit an official transcript, syllabi for Contextual Dimensions and Foundations of Mental Health Counseling and a criminal background check. Ms. Hynson did not submit all of the requested items until February 4, 2015. Ms. Hynson's file was reviewed by Mr. Richardson on February 16, 2015 and determined that she did not have a course or courses to meet the content requirements. Ms. Hynson submitted the requested documentation on March 11, 2015. Mr. Richardson again reviewed the documentation on May 11, 2015 and determined the courses she attempted to use still did not meet the requirements. On July 6, 2015, Ms. Hynson submitted new syllabus for the content area in question. Mr. Richardson reviewed the course syllabi and determined it still did not meet the requirement. Upon discussion with Ms. Hynson and review of her file at this appearance, Mr. Richardson and Dr. Stockton have determined Ms. Hynson still needs courses to cover Contextual Dimensions and Career and Lifestyle Development content areas.

## 3. Lisa Wilson (LMHC)

Ms. Wilson appeared before the Board, at her request, regarding her application for mental health counselor licensure. Ms. Wilson discussed with the Board their previous review of her application. Upon further review, it was determined that she is currently in need of four (4) graduate credit hours, a course in Professional Orientation, and a course in Foundations of Mental Health Counseling to meet the requirements for licensure.

## V. ADMINISTRATIVE HEARINGS

- A. Desiree Michelle (Dozier) Lawrence, L.S.W., License No. 33004811A**  
Administrative Cause No. 2005 BHSB 004  
Re: Petition to Withdraw Probation

**Parties Present:**

Petitioner was present, without Counsel  
Hannah Anderson, Deputy Attorney General for the State of Indiana  
Sherri Rutledge, Court Reporter, Rutledge Independent Reporting

**Participating Board Members:**

Mr. Harner, Chair (Hearing Officer)  
Mr. Richardson  
Dr. Osborn, Ph.D.  
Dr. Stockton, Ph.D.  
Dr. Gaff-Clark, Ed.D.  
Mr. Brenner  
Mr. Viehweg

**Case Summary:** On or around June 25, 2008, the Board placed Petitioner's social worker license on Indefinite Probation for a period of no less than one (1) year, with terms and conditions. Petitioner states she has met the requirements of the Board's Final Order in this matter and requests the Board withdraw the probation from her license. Petitioner states her future plans do not include the counseling of children, as she does not have any desire to do so. Petitioner explained that her employer is requiring she obtain an unencumbered license based on Medicaid requirements. The State is concerned that it has been over ten (10) years since Petitioner has practiced clinically and that giving her an unencumbered license would allow her to practice clinically and with children. Petitioner feels that although she is not clinically practicing, she does in fact use her social work skills on a daily basis even in the business aspect of things.

**Board action:** A motion was made and seconded to grant the withdrawal of probation in the matter of Ms. Lawrence's social worker license.

RICHARDSON/STOCKTON  
Motion carried 7-0-0

- B. Lindsey Anne (Dings) Matters, L.S.W., License No. 33005569A**  
Administrative Cause No. 2013 BHSB 012  
Re: Petition to Withdraw Probation

**Parties Present:**

Petitioner was present, without Counsel  
Kelsie Duggan, Deputy Attorney General for the State of Indiana  
Sherri Rutledge, Court Reporter, Rutledge Independent Reporting

**Participating Board Members:**

Mr. Harner, Chair (Hearing Officer)  
Mr. Richardson  
Dr. Osborn, Ph.D.  
Dr. Stockton, Ph.D.



Dr. Gaff-Clark, Ed.D.  
Mr. Brenner  
Mr. Viehweg

**Case Summary:** On or around February 21, 2014, the Board placed Petitioner's social worker license on Indefinite Probation for a period of no less than one (1) year, with terms and conditions. Petitioner states she has met the requirements of the Board's Final Order in this matter and requests the Board withdraw the probation from her license. She explained that she understands that what she did was not appropriate but in the future will make better decisions on patient care. Petitioner stated she took Mr. Harner's advice and purchased the recommended book by Frederic G. Reamer, and feels this book has really helped her. The State is concerned that Petitioner did not complete all the required continuing education in the area of ethics or boundaries, and is concerned that twice during the hearing, that she could not give specific steps she would take if faced with this situation in the future.

**Board action:** A motion was made and seconded to grant the withdrawal of probation in the matter of Ms. Matter's social worker license.

BRENNER/STOCKTON  
Motion carried 7-0-0

- C. Rick Long, L.C.S.W., License No. 34000540A**  
Administrative Cause No. 2012 BHSB 006  
Re: Petition for Reinstatement of License

The hearing in the matter of Mr. Long was continued until November 16, 2015.

- D. State of Indiana v. Mark Piechowiak, L.S.W., License No. 33007220A**  
Administrative Cause No. 2015 BHSB 001  
Re: Order to Show Cause

**Parties Present:**

Respondent was not present, nor represented by Counsel  
Hannah Anderson, Deputy Attorney General for the State of Indiana  
Sherri Rutledge, Court Reporter, Rutledge Independent Reporting

**Participating Board Members:**

Mr. Harner (Hearing Officer)  
Mr. Richardson  
Dr. Osborn  
Dr. Stockton  
Dr. Gaff-Clark  
Mr. Brenner  
Mr. Viehweg

**Case Summary:** On or around February 8, 2015, the Board placed Respondent's social worker license on Indefinite Probation for a period of no less than one (1) year, with terms and conditions. Respondent has failed to appear before the board as requested and has admitted via email to not attending AA meetings as required by his Final Order.

**Board action:** A motion as made and seconded to issue a Notice of Proposed Default in the matter of Mr. Piechowiak's social work license.

RICHARDSON/BRENNER  
Motion carried 7-0-0

- E. Aaron Stolfeth (LSW)**  
Administrative Cause No. 2015 BHSB 007  
Re: Petition to Review the Board's Denial

**Parties Present:**

Petitioner was present, without Counsel  
Hannah Anderson, Deputy Attorney General for the State of Indiana  
Sherri Rutledge, Court Reporter, Rutledge Independent Reporting

**Participating Board Members:**

Mr. Harner (Hearing Officer)  
Mr. Richardson  
Dr. Osborn  
Dr. Stockton  
Dr. Gaff-Clark  
Mr. Brenner  
Mr. Viehweg

**Case Summary:** On or around July 16, 2015, the Board denied Respondent's social work application based on the failure of the ASWB Master's level examination. Petitioner feels that although he did not pass the examination, he feels he is qualified for licensure as this is not just a job to him, but his life. Pursuant to administrative code 839 IAC 1-2-1(b), applicants for licensure as a social worker shall be required to pass the intermediate level of the national examination as provided by the Association of Social Work Boards. Petitioner failed this examination on July 8, 2015.

**Board action:** A motion was made and seconded to deny Mr. Stolfeth's request to accept his failed examination for licensure, but to grant a waiver of the ninety (90) day waiting period to retake the ASWB Master's examination and to allow Mr. Stolfeth to reapply and request a temporary permit to take the examination.

RICHARDSON/BRENNER  
Motion carried 7-0-0

- F. State of Indiana v. Jacqueline Leppert, L.M.H.C., L.C.A.C.**  
License Nos. 39000478A and 87000298A  
Administrative Cause No. 2015 BHSB 006  
Re: Complaint

**Board action:** A motion was made and seconded to grant a continuance until January 15, 2016 in the matter of Ms. Leppert's mental health counselor and clinical addiction counselor licenses.

GAFF-CLARK/BRENNER

Motion carried 8-0-0

**VI. SETTLEMENT AGREEMENT**

There were no Settlement Agreements before the Board.

**VII. NOTICE OF PROPOSED DEFAULT**

There were no Notices of Proposed Default before the Board.

**VIII. DISCUSSION**

**A. Rule Re-Adoption**

LSA Document #15-243

Overview: Rules to be readopted without changes are as follows:

839 IAC 1-5-1.5 Experience requirements for mental health counselors

The Board has conducted a review to consider whether there are any alternative methods of achieving the purpose of each rule that are less costly or less intrusive, or that would otherwise minimize the economic impact of the proposed rule on small businesses.

The following rules to be readopted do not impose costs or requirements on small businesses:

**Board action:** A motion was made and seconded to readopt administrative rule 839 IAC 1-5-1.5.

BRENNER/RICHARDSON

Motion carried 7-0-0

**B. David Michael Moore (LCSW)**

Re: Applications for Licensure

The Board discussed the application file of David Moore for clinical social worker licensure. He is requesting the board to review and approve his application for licensure. Mr. Moore's supervisor will not sign the verification of supervision form.

**Board action:** A motion was made and seconded to deny Mr. Moore's application for licensure based upon not having enough post-graduate clinical experience and supervision.

VIEWHIG/OSBORN

Motion carried 7-0-0

**C. Definition of Counselor – Ind. Code 25-23.6-1-3.8**

Mr. Richardson discussed with the Board the definition of "counselor". Someone has made an inquiry regarding what is the board's definition of counselor. Mr. Richardson recommended adding licensed marriage and family therapy associate and licensed mental health counselor associate to the definition of counselor.

**Board action:** A motion was made and seconded to recommend adding LMFTA and LMCHA to the definition of "counselor" in Ind. Code 25-23.6.

RICHARDS/GAFF-CLARK  
Motion carried 7-0-0

**D. Priscilla Vorice, L.S.W., License No. 33002401A**  
Administrative Cause No. 2005 BHSB 0011  
Re: Request for Rehearing of a Final Order

The Board discussed the request of Ms. Vorice to rehear her cause based upon newly discovered material evidence.

**Board action:** A motion was made and seconded to deny Ms. Vorice's request.

OSBORN/VIEWHIG  
Motion carried 7-0-0

**E. Continuing Education Audit for April 1, 2012 – April 1, 2014**

The Board discussed the continuing education audit for the period of April 1, 2012 – April 1, 2014 and requested one percent (1%) of licensees be audited.

RICHARDSON/GAFF-CLARK  
Motion carried 7-0-0

**F. Dr. Branden Henline**  
Re: Equivalent Supervisors for MFT Interns

The Board reviewed an inquiry by Dr. Henline asking if Ms. Kelly Ricer meets the requirements of an equivalent marriage and family therapist supervisor. After reviewing her documentation, the Board determined that she does not meet the requirements of an equivalent marriage and family therapy supervisor with the submitted documentation. The Board has requested more information regarding supervisory experience as outlined in 839 IAC 1-4-5.

**G. Maggie Myers, MSW, LSW**  
Re: Unlicensed Supervisors

The Board discussed correspondence from Maggie Myers, MSW, LSW. Ms. Myers is currently obtaining her two (2) years of clinical experience and supervision. Her current supervisor, Carl Schmitzer, is a licensed clinical social worker in South Dakota. However, Mr. Schmitzer is currently in Indiana practicing social work without a valid license. Ms. Myers is requesting the Board allow her to count the months Mr. Schmitzer supervised her towards her post-graduate clinical experience.

The Board determined that anyone providing supervision in the state of Indiana is in fact practicing social work and must hold the appropriate license to do so.

**H. Alice Njunge**

Re: Extension of Temporary LSW Permit

The Board discussed correspondence received from Ms. Njunge. Ms. Njunge is requesting an extension of her temporary permit so she can sit for the ASWB Master's examination. She stated that due to clerical errors, she has not been able to register for the examination. Ms. Njunge was granted approval to take the examination on April 2, 2015. Ms. Njunge did not attempt to register for the examination until September 8, 2015. Mr. Viehweg reviewed her information and granted approval of the extension until November 1, 2015

**IX. APPLICATION REVIEW**

There were no applications reviewed by the Board.

**X. PROBATION REVIEW**

There were no probation files reviewed by the Board.

**X. FORMAL ADOPTION OF APPLICATION REVIEWS**

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.

RICHARDSON/STOCKTON

Motion carried 7-0-0

**XI. CONTINUING EDUCATION SPONSOR APPLICATION REVIEW**

- A. Gret Machlan, LLC
- B. Association of Family & Conciliation Courts IN Chapter
- C. New Hope of Indiana
- D. Optimal Rhythms

**XIII. OLD/NEW BUSINESS**

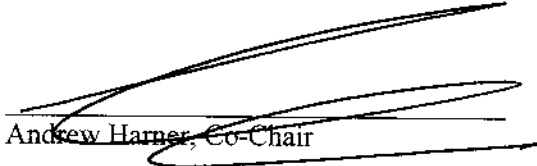
There was no old or new business before the Board.

**XIV. ADMINISTRATOR'S REPORT**

Ms. Vaught reported the ASWB meeting is being held in Ft. Lauderdale from Nov. 5-7, 2015. The Board suggested Ms. Vaught attend on the board's behalf. She also reported Nicholas Rhoad is no longer the Executive Director for the Professional Licensing Agency. The Governor has appointed Deborah Frye as the Executive Director.

**XV. ADJOURNMENT**

There being no further business, and having completed its duties, the meeting of the Behavioral Health and Human Services Licensing Board adjourned at 4:00 p.m. by general consensus.

  
Andrew Harner, Co-Chair

Date 1/25/16