



Janet T. Mills
Governor

STATE OF MAINE
DEPARTMENT OF PROFESSIONAL & FINANCIAL REGULATION
OFFICE OF PROFESSIONAL & OCCUPATIONAL REGULATION
BOARD OF COUNSELING PROFESSIONALS LICENSURE
76 NORTHERN AVENUE
GARDINER, MAINE 04345

Anne L. Head
Commissioner

**Board of Counseling Professionals Licensure
Public Board Meeting
Monday, August 26, 2024**

MINUTES

MEMBERS PRESENT

Jennifer King, Board Chair
Angela Blier, Vice Chair (remote)
Holly Cavna, Complaint Officer (arrived at 9:15 a.m.)
Joanne Grant
Ellen Grunblatt
Carolyn Silsby, Public Member

STAFF PRESENT

Megan Hudson-MacRae, Assistant Attorney General
Kristina Halvorsen, Board Administrator
George Morgan, Board Investigator
Jessica Cirello, Professional Licensing Supervisor

CALL TO ORDER

Board Chair, Jennifer King, called the meeting to order at 9:12 a.m.

Holly Cavna arrived at 9:15 a.m.

MINUTES REVIEW AND APPROVAL

Review and approval of the July 29, 2024 minutes.

A motion was made by Holly Cavna and seconded by Joanne Grant to approve the minutes as written.

Vote: 6 in favor.

COMPLAINT PRESENTATIONS

2024-COU-19991

A motion was made by Angela Blier and seconded by Ellen Grunblatt to dismiss this complaint due to the lack of evidence of a violation of Board laws or rules.

Vote: 5 in favor, 1 abstained: Holly Cavna.

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2024-COU-20025

A motion was made by Ellen Grunblatt and seconded by Joanne Grant to dismiss this complaint due to the lack of evidence of a violation of Board laws or rules and issue a letter of guidance, citing Board Rules Chapter 8-A (2) (client relationship) and (5)1 (client records), which will stay in the licensee's file for 1 year.

Vote: 5 in favor, 1 abstained: Holly Cavna.

RULES SUB-COMMITTEE

Board Administrator, Kristina Halvorsen, discussed the rulemaking process and creating a rulemaking sub-committee. Board staff will begin scheduling more rulemaking sessions.

ADMINISTRATOR'S REPORT

Board Administrator, Kristina Halvorsen, shared that the DOE accreditation rule change is with the Secretary of State's office and the last day for public comments is 9/6/24. Kristina will bring all public comments to Board members at the next regular meeting where Board members will have the opportunity to review public comments and vote.

The Counseling Compact will be developing committees soon. Board staff already posted notice of the proposed Counseling Compact rules on the Board's website. The public comment period for these proposed rules has already ended. The next Counseling Compact meetings are scheduled for 10/8/24 and 2/12/25.

Kristina has been working with OPOR's Director of Special Projects on building safety. A draft of a building safety policy has been developed and is being reviewed. Kristina will give Board members a copy of the final safety policy once it is completed.

Kristina shared the current licensure numbers along with the amount of applications received and the processing time.

OPPORTUNITY FOR PUBLIC COMMENT

None

ADJOURNMENT

A motion was made by Holly Cavna and seconded by Ellen Grunblatt to adjourn the meeting at 10:31 a.m.

Vote: 6 in favor.