



Janet T. Mills  
Governor

STATE OF MAINE  
DEPARTMENT OF PROFESSIONAL & FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
BOARD OF COUNSELING PROFESSIONALS LICENSURE

Penny Vaillancourt  
Director



Joan F. Cohen  
Commissioner

**Board of Counseling Professionals Licensure  
Public Board Meeting  
Monday, March 9, 2026**

**AGENDA**

**Location:** Maine Department of Professional and Financial Regulation  
76 Northern Ave., Gardiner, ME 04345

**Room:** Central Conference Room

**Time:** 9:00 a.m.

**Virtual Platform via Zoom:**

Link <https://mainestate.zoom.us/j/88663973702?pwd=2TRahoIKWnJ4TZ3DGWSNjrtzfs3hs.1>

Meeting ID: 886 6397 3702

Passcode: 52892362

The Zoom link for virtual observation is also posted on the board's website at: [Board of Counseling Professionals Licensure - Board Meeting Information | Office of Professional and Occupational Regulation](#).

**Board Member Participation**

Board members may participate remotely in Board meetings pursuant to Title 1, Section 403-B and the Board Member Remote Participation Policy adopted by the Board on May 22, 2023.

**Public Participation:**

Regardless of whether the Board meets in-person or by remote virtual means via Zoom, the public may observe the board meeting in-person at the location described above or may choose to join virtually (see the link above).

**Contact:** Cecile Sirois, Professional Licensing Supervisor  
Email: [cecile.sirois@maine.gov](mailto:cecile.sirois@maine.gov)

**I. CALL TO ORDER**

Office Location: 76 Northern Avenue, Gardiner, Maine 04345  
Mailing Address: 35 State House Station, Augusta, Maine 04333

[Board of Counseling Professionals Licensure | Office of Professional and Occupational Regulation](#)

Phone: (207) 624-8626

TTY: Please Call Maine Relay 711

## **II. MINUTES REVIEW AND APPROVAL**

1. November 24, 2025 minutes.

## **III. COMPLAINT PRESENTATIONS**

1. 2022-COU-18629
2. 2025-COU-20655
3. 2025-COU-20677
4. 2025-COU-20771
5. 2025-COU-20831
6. 2025-COU-20978
7. 2025-COU-21022
8. 2025-COU-21005

## **IV. APPLICATION REVIEWS**

1. Initial Application
  - i) Janet McCutchen
  - ii) Caitlin Aiona Smith

## **V. ENDORSEMENT LICENSE REVIEW**

1. Review and approval of licensure qualifications for Licensed Clinical Professional Counselor
2. Review and approval of licensure qualifications for Licensed Marriage and Family Therapist

## **VI. ELECTION OF OFFICERS**

1. Board Chair
2. Vice Chair
3. Complaint Officer

## **VII. BOARD MANAGER'S REPORT**

## **VIII. OPPORTUNITY FOR PUBLIC COMMENT**

“The Board will offer an opportunity to members of the public in attendance to comment on any public matter under the jurisdiction of the Board, except for any open application or complaint. While the Board cannot take action on any issues presented, the Board will



listen to comments and may ask staff to place the issue on a subsequent agenda. At the discretion of the Board Chair a time limit on comments may be set.”

## **IX. ADJOURNMENT**

Pursuant to 1 M.R.S §406, public notice has been met by publication in an area newspaper where the meeting is held and in the Maine Legislative Calendar. All meetings are open to members of the public for observation but not for public participation. If you plan to attend this meeting, please contact the Board’s office 24 hours in advance to confirm the meeting will take place as scheduled. If you have any questions concerning this agenda, please contact Cecile Sirois at [Cecile.Sirois@maine.gov](mailto:Cecile.Sirois@maine.gov). This agenda may be subject to change prior to the meeting date.

**NOTICE TO BOARD MEMBERS:** If you cannot attend this meeting, please contact Cecile Sirois at [Cecile.Sirois@maine.gov](mailto:Cecile.Sirois@maine.gov) at least 48 hours in advance of the meeting.

