



**Board of Allied Mental Health Practitioners**  
**Office of Professional Regulation, Vermont Secretary of State**

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UNAPPROVED MINUTES OF THE  
VERMONT BOARD OF ALLIED MENTAL HEALTH PRACTITIONERS  
SEPTEMBER 19, 2024 – REMOTE MEETING

Board Members Present: Tammy Austin, Marjorie Trombly, Bob Wubbenhorst, Dana Poverman (Ad Hoc), and Judi Wernecke (Ad Hoc).

Board Members Absent: Jessyca Nelle.

Office Staff Present: Noura Eltabbakh, Staff Attorney; Kara Shangraw, Licensing Administrator; and other OPR staff.

Others Present: Michael Kupersmith, Presiding Officer; Matthew Sellers; Kristie Levetre; Rose Poney; Arnold Simone; Allyson Hart Satterlee; and Jaime Galley.

1. **Call to Order** The meeting was called to order at 9:06 a.m.

2. **Minutes**

Ms. Trombly moved, seconded by Mr. Wubbenhorst, to approve the minutes of the August 15, 2024, meeting as written. Approved.

3. **Hearings**

2014-13 - Matthew Sellers – Contested Hearing – The respondent was present, Ultan Doyle was present for the state. The Board went into deliberative session at 10:39 am and returned at 11:24 am. Ms. Trombly made a motion, seconded by Ms. Poverman, that the State proved their case by a preponderance of the evidence, that the unauthorized practice of psychotherapy had occurred, and a penalty of \$1500.00 shall be issued. The motion passed unanimously. Mr. Wubbenhorst abstained from the hearing and vote.

2024-85 - Matthew Kirby – Stipulation and Consent Order – Ultan Doyle presented the Stipulation and Consent Order to the Board. The Board went into deliberate session at 11:37 am and returned at 12:04 pm. Mr. Wubbenhorst made a motion, seconded by Ms. Trombly, to accept the Stipulation and Consent Order as presented. Motion passed unanimously.

4. **Other**

COVID Policy regarding face-to-face supervision set to expire 12/31/24. Should this date be extended? - Mr. Wubbenhorst made a motion, seconded by Ms. Trombly, to extend the policy for an additional year. The motion passed.

Discussion of Rule 3.20 and its applicability in post-degree supervised practice v. pre-degree internship. – The Board interprets Rule 3.20 to apply only to post-degree supervised practice and not to pre-degree internships. The Board trusts educational institutions to determine who meets their standards for a qualified supervisor for the purposes of administering their pre-degree internship.

Executive Board Elections – Tabled to next month.

## 5. Applications

Mr. Wubbenhorst moved, seconded by Ms. Trombly, to approve the actions taken by the Board in the following applications. The motion carried.

- a. Allmann Jacqueline – MFT - Traditional endorsement from New Hampshire – not substantially equivalent to VT because NH does not require 2,000 hours of direct supervised practice. They may apply by examination.
- b. Ernst, Stephanie – MHC – Traditional endorsement from Massachusetts – not substantially equivalent to VT because MA requires only 960 hours of direct supervised practice. They may apply by examination.
- c. Hedel, Melanie – Review education – Ms. Hedel successfully completed the required coursework she was permitted to supplement post-degree per Rule 3.9(b) and (c). She provided a syllabus for each course and an official transcript. Education approved.
- d. Hubbs, Pamela – Review education – Ms. Hubbs does not have a mental health counseling degree as required by statute 26 V.S.A. § 3265(1) and Rule 3.7. She has an advanced certificate in Clinical Mental Health Counseling, a masters degree in Professional School Counseling, and an Advanced Certificate in Professional School Counseling. In addition to not holding an acceptable degree for licensure, the Board found the certificate credit value to be deficient per Rule 3.9.
- e. Satterlee, Allyson - Traditional endorsement from Virginia – She is licensed in VA but has not practiced or lived in VA for more than five years so she cannot endorse from VA. She will need to withdraw her endorsement application and re-apply by examination.
- f. Svegliati, Desiree – MFT – Traditional endorsement from Massachusetts – not substantially equivalent to VT because MA does not list education requirements or national examination. They may apply by examination.
- g. Weidner, Marina – Traditional endorsement from New Jersey – not substantially equivalent to VT because NJ does not specify a requisite credit amount for each required course. They may apply by examination.

## 6. Continuing Education

Mr. Wubbenhorst moved, seconded by Ms. Trombly, to approve the actions taken by the Board in the following continuing education requests. The motion carried.

- a. CA 252765 – Youth Voices and Lived Experiences – The Board received more information regarding the qualifications of the presenters. The Board noted that the course provides useful content but does not qualify for CEU. Rule 3.33(a) and Rule 3.34(a)(2).
  - b. ICE 300641 – Healthcare Basic Compliancy Academy – this course does not meet the standards for acceptable continuing education. The content is not related to counseling theory or the application of counseling theory or practice. Rule 3.34(a)(2).
  - c. ICE 292759 – A Place of Belonging – Mr. Wubbenhorst will review the workshop’s slides and determine the CEU hour value. Ms. Austin made motion, seconded by Ms. Trombly to allow Mr. Wubbenhorst to do this and report back. Motion passed.
7. Public Comment – There was no public comment.
  8. The Board’s next meeting is scheduled for October 17, 2024.
  9. The Board adjourned at 2:15 p.m.