

**KENTUCKY BOARD OF LICENSURE FOR MARRIAGE AND FAMILY THERAPISTS**  
**MEETING MINUTES**  
**May 18, 2023**

A meeting of the Kentucky Board of Licensure for Marriage and Family Therapists held In-Person/virtually through Zoom on May 18, 2023.

**MEMBERS PRESENT**

Jennifer Kendrick, *Chair*  
Scott Kaminsky, *Vice Chair*  
Michelle Oak  
Amanda Villaveces  
Lilian Williams

**MEMBERS NOT PRESENT**

Nicole Ward, *Secretary/Treasurer/Sargent at Arms*  
Michelle Stillwagon

**DEPARTMENT OF PROFESSIONAL LICENSING**

Aleena Russell, Board Administrator  
Tiler Deaton, Board Administrator  
Jamar Carter, Admin. Section Supervisor  
Daniel Leffel, Board Counsel  
Kristen Lawson, Commissioner

**GUESTS**

Dale Bertram, Allison Howell, Angela Mullins, Miranda Gill, Cheryl Elam, Angela Whitaker, Matt Cornu, Chris Brody, Courtney, Mckenna Fey

---

**CALL TO ORDER**

Jennifer Kendrick called the meeting to order at 12:00 p.m.

**MINUTES**

Scott Kaminsky and Michelle Oak noticed a typo on the April 20, 2023, Complaints Committee minutes. A motion made by Lilian Williams to approve the April 20, 2023, Complaints Committee meeting minutes with the amendments correcting the time adjourned to 10:20 a.m. Motion, seconded by Scott Kaminsky, carried. Jennifer Kendrick and Michelle Oak abstained from voting.

Michelle Oak made aware an error on the April 20, 2023, minutes. A motion made by Scott Kaminsky to approve the March 16, 2023, Complaint meeting minutes. Motion, seconded by Lilian Williams, carried. Jennifer Kendrick and Michelle Oak abstained from voting.

A second motion made by Scott Kaminsky to approve April 20, 2023, minutes with the March 16, 2023, amended Complaint Committee motion. Motion, seconded by Lilian Williams, carried. Jennifer Kendrick and Michelle Oak abstained from voting.

A motion made by Michelle Oak to approve the May 11, 2023, Regulations Committee meeting minutes. Motion, seconded by Scott Kaminsky, carried. Jennifer Kendrick abstained from voting.

## **MONTHLY FINANCIAL REPORT**

The financial statement for the month of April 2023 presented to the Board for review. No further action is required.

## **DPL UPDATE**

Commissioner Lawson states that DPL is at full staff and there has been approval for more Board Administrator positions.

## **LICENSURE STATUS REPORT**

A Licensure Status Report was presented to the Board for review. The report showed there are currently **641** active licensed Marriage and Family Therapists along with **169** active licensed Marriage and Family Therapy Associates. No further action was required.

## **LEGAL**

Board Counsel discussed the meeting of the Regulations Committee on May 11, 2023. There were two main points.

1. FBI background checks being added to the application process.
2. Reducing Raw Data requirements from 50 hours down to 36 hours.

A motion made by Michelle Oak to schedule the Regulations Committee meeting for June 7, 2023, at 9am EST for 90mins. Motion, seconded by Lilian Williams, carried. Jennifer Kendrick abstained from voting.

## **NEW BUSINESS**

The Board reviewed B.H. AAMFT Supervisor Candidate Status Request. A motion made by Michelle Oak, to approve the request. Motion, seconded by Scott Kaminsky, carried. Jennifer Kendrick abstained from voting.

The Board reviewed C.E. E-mail Re: Online Supervision wording clarification. The Board decided going forward, they will count hours based on logs attested by the Licensee's Supervisor instead of what Supervisors enter in eServices until the system can be updated.

The Board reviewed P.T. Compliance Regarding Private Practice Question and concluded the Board does not have jurisdiction. The Board suggested contacting a private attorney.

The Board was informed FAQs will be presented at the June meeting.

The Board was informed J.K will be stepping down in July as Board Chair. The Board will hold elections for new Board officers.

## **OLD BUSINESS**

Board Counsel informed the Board that the Cease & Desist letters to S.P. & J.E. associates have been sent out.

## **APPLICATIONS COMMITTEE**

- 9 Approved Licensure/permit applications
- 1 Deferred Licensure/permit application
- 17 Approved Post-approval Applications
- 12 Deferred Post-Approval Application
- 8 Approved Provider Course Applications
- 1 Deferred Provider Course Applications
- 2 Approved Sponsor Provider Application
- 0 Deferred Sponsor Provider Application

A motion made by Scott Kaminsky to approve all applications, renewals, audits, inactive requests, and CE provider applications as reviewed by the applications committee prior to this meeting with the caveat to go back and approve remaining applications after the clarification of how to proceed with online work. Motion, seconded by Amanda Villaveces, carried. Jennifer Kendrick abstained from voting.

A motion made by Scott Kaminsky to approve the ratifications of applications, renewals, audits, and CE provider applications reviewed and issued following the last meeting and prior to this meeting. Motion, seconded by Amanda Villaveces, carried. Jennifer Kendrick abstained from voting.

## **COMPLAINTS COMMITTEE**

The Complaints Committee met and made the following recommendations:

2022MFT00007- Extension was granted and agreement on Respondent retaining counsel.

M.G. Permit Renewal Concern – Board Counsel will send letter to Licensee and Supervisor requesting why forms seem to be pre-signed.

A motion made by Michelle Oak to accept the recommendations. Motion, seconded by Lilian Williams, carried. Jennifer Kendrick abstained from voting.

## **PER DIEM**

Motion made by Scott Kaminsky to approve Per Diem for the following:

- 5/11/2023 - Amanda Villaveces, Regulations Committee
- 5/18/2023 – Lilian Williams, Amanda Villaveces, Scott Kaminsky, Board Meeting

\*Some Members may have been in person & filled out the paper forms for per diem dates\*

Motion, seconded by Amanda Villaveces, carried.

## **ADJOURN**

A motion made by Scott Kaminsky to adjourn the meeting at 12:42 p.m. Motion, seconded by Lilian Williams, carried.



Jennifer Kendrick, LCSW, LMFT

Chair

