

**KENTUCKY BOARD OF LICENSURE FOR MARRIAGE AND FAMILY THERAPISTS  
MEETING MINUTES  
March 16, 2023**

A meeting of the Kentucky Board of Licensure for Marriage and Family Therapists held In-Person/virtually through Zoom on March 16, 2023.

**MEMBERS PRESENT**

Jennifer Kendrick, *Chair*  
Scott Kaminsky, *Vice Chair*  
Nicole Ward, *Secretary/Treasurer/Sargent at Arms*  
Michelle Oak  
Amanda Villaveces  
Michelle Stillwagon  
Lillian Williams

**MEMBERS NOT PRESENT**

**DEPARTMENT OF PROFESSIONAL LICENSING**

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

**GUESTS**

Chris Brody, Dale Bertram, Allison Howell, Sheri Puckett, Natasha Porter, Andy Thomas, Jessica Jenks, Mike Rankin, Deborah Edington

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**CALL TO ORDER**

Jennifer Kendrick called the meeting to order at 12:02 p.m.

**MINUTES**

A motion made by Scott Kaminsky to approve the March 8, 2023, regulations committee meeting minutes. Motion, seconded by Lillian Williams, carried.

A motion made by Scott Kaminsky to approve the February 16, 2023, meeting minutes. Motion, seconded by Michelle Oak, carried. Jennifer Kendrick abstained from voting.

**MONTHLY FINANCIAL REPORT**

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

**DPL UPDATE**

The Board reviewed a report from Amanda Villaveces on “Lethal Means”. Commissioner Lawson will integrate this report in her official report.

## **LICENSURE STATUS REPORT**

A Licensure Status Report was presented to the Board for review. The report showed there are currently **622** 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 March 8<sup>th</sup>, 2023. There were four main points.

1. 3- or 6-hour cap on non-systems CEUs. Motion made by Scott Kaminsky to refer to regulations committee. Motion, seconded by Michelle Oak, carried. Jennifer Kendrick abstained from voting.
2. Criminal background checks can likely be built into regs (as opposed to statutory change).
3. CEU totals: 20/year for MFTs, 15/year for associates.
4. Jurisprudence exam will likely require a statute change.

Nicole Ward stated she feels the applications pertaining to Continuing education need to break down CEU requirements more on what is needed.

A motion made by Scott Kaminsky to schedule the Regulations Committee meeting for April 11, 2023, at 9am EST for 90mins. Motion, seconded by Amanda Villaveces, carried. Jennifer Kendrick abstained from voting.

Board Counsel stated B.H. has had service by Sheriff but are currently awaiting physical confirmation.

## **NEW BUSINESS**

Jessica Jenks from CE Broker discussed questions with the Board pertaining to Board specific items on getting everything integrated. CE Broker will report back next month.

The Board reviewed a supervisor status report from J.J. A motion made by Scott Kaminsky to approve the request. Motion, seconded by Michelle Oak, carried. Jennifer Kendrick abstained from voting.

The Board reviewed Heisel & Associates Sponsor 2022 Annual Report. No further action required.

The Board counsel gave guidance on House Bill 470 & what the Board can do & what individuals can do. Individuals on behalf of the Board cannot do anything. Individual members can if they make it known they are acting in an individual capacity and not for the Board. The Board cannot advocate for a bill. Board Counsel advised not to discuss this further.

The current Board Administrator informed the Board that she will be stepping down & a new Board administrator will take her place. The new Board Administrator will be trained and assisted by the current Board Administrator.

## **OLD BUSINESS**

Board Counsel informed the Board that the Cease & Desist letters to S.P. & J.E. associates are drafted and awaiting Department approval. Once approved then they will be sent out.

## **APPLICATIONS COMMITTEE**

- 5 Approved Licensure/permit applications
- 2 Deferred Licensure/permit application
- 6 Approved Post-approval Applications

- 2 Deferred Post-Approval Application
- 12 Approved Provider Course Applications
- 3 Deferred Provider Course Applications
- 2 Approved 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. Motion, seconded by Michelle Oak, 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 Michelle Stillwagon, carried. Jennifer Kendrick abstained from voting.

## **COMPLAINTS COMMITTEE**

The Complaints Committee met and made the following recommendations:

2023MFT00001- Refer for investigation

2023MFT00002- Grant respondents request for an additional 20 days to respond.

A motion made by Scott Kaminsky to accept the recommendations. Motion, seconded by Amanda Villaveces, carried. Michella Stillwagon & Jennifer Kendrick abstained from voting.

## **PER DIEM**

Motion made by Michelle Oak to approve Per Diem for the following:

- 2/14: Jennifer Kendrick- Applications/Renewal Reviews
- 2/15: Jennifer Kendrick- Applications/Renewal Reviews
- 2/24: Jennifer Kendrick- Applications/Renewal Reviews
- 2/28: Nicole Ward- Applications/Renewal Reviews
- 3/1: Nicole Ward- Applications/Renewal Reviews
- 3/2: Nicole Ward- Applications/Renewal Reviews
- 3/3: Jennifer Kendrick- Applications/Renewal Reviews
- 3/6: Michelle Stillwagon- Application Committee Training
- 3/7: Jennifer Kendrick- Applications/Renewal Reviews
- 3/8: Amanda Villaveces, Lillian Williams- Regs. Committee meeting
- 3/8: Nicole Ward- Applications/Renewal Reviews
- 3/10: Nicole Ward- Applications/Renewal Reviews
- 3/11: Nicole Ward, Michelle Stillwagon- Applications/Renewal Reviews

- 3/13: Nicole Ward, Michelle Stillwagon- Applications/Renewal Reviews
- 3/14: Jennifer Kendrick- Applications/Renewal Reviews
- 3/15: Jennifer Kendrick, Michelle Stillwagon, Scott Kaminsky- Applications/Renewal Reviews
- 3/16: Nicole Ward, Scott Kaminsky, Michelle Stillwagon, Amanda Villaveces, Jennifer Kendrick, Lillian Williams

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

Motion, seconded by Lillian Williams, carried.

## **ADJOURN**

A motion made by Michelle Stillwagon to adjourn the meeting at 1:48 p.m. Motion, seconded by Amanda Villaveces, carried.



Jennifer Kendrick, LCSW, LMFT

Chair