

KENTUCKY BOARD OF LICENSURE FOR MARRIAGE AND FAMILY THERAPISTS
MEETING MINUTES
April 20, 2023

A meeting of the Kentucky Board of Licensure for Marriage and Family Therapists held In-Person/virtually through Zoom on April 20, 2023.

MEMBERS PRESENT

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

MEMBERS NOT PRESENT

DEPARTMENT OF PROFESSIONAL LICENSING

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

GUESTS

Dale Bertram, Allison Howell, Sheri Puckett, Angela Mullins, Miranda Gill, Mike Rankin, Cheryl Elam, Denielle Smith, Angela Whitaker, Matt Cornu, Jane Prouty, Shawn Oak

CALL TO ORDER

Jennifer Kendrick called the meeting to order at 12:05 p.m.

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

A motion made by Scott Kaminsky to approve the April 11, 2023, Regulations Committee meeting minutes. Motion, seconded by Lilian Williams, carried. Jennifer Kendrick and Nicole Ward abstained from voting.

MONTHLY FINANCIAL REPORT

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

DPL UPDATE

Commissioner Lawson states that she will be sending the safety and justice report soon.

LICENSURE STATUS REPORT

A Licensure Status Report was presented to the Board for review. The report showed there are currently **624** active licensed Marriage and Family Therapists along with **166** active licensed Marriage and Family Therapy Associates. No further action was required.

LEGAL

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

1. Criminal background checks can likely be built into regs (as opposed to statutory change).
2. Corrective action plan regarding the exam is more strongly advised and not a regulation. Board Counsel is wanting to remove the structuring entirely.
3. Jurisprudence exam will require a statute change.
4. Raw Data changes. Board to send back to Regulations Committee.
5. Clarification on reg for becoming on AAMF candidate or board approved

A motion made by Scott Kaminsky to schedule the Regulations Committee meeting for May 11, 2023, at 10am EST for 90mins. Motion, seconded by Amanda Villaveces, carried. Jennifer Kendrick abstained from voting.

Board Counsel stated B.H. service has been affected. Looking into the confirmation.

NEW BUSINESS

The Board reviewed B.H. AAMFT Supervisor Candidate Status Request. A motion made by Scott Kaminsky, to approve the request. Motion, seconded by Michelle Oak, carried. Michelle Stillwagon and Jennifer Kendrick abstained from voting. After more discussion, a motion was made by Amanda Villaveces to remove the motion to approve. Motion, seconded by Nicole Ward, carried. Scott Kaminsky motioned to defer B.H. AAMFT Supervisor Candidate Status Request. Motion, seconded by Amanda Villaveces, carried.

The Board reviewed A.V. AAMFT Supervisor Candidate Status Request. A motion made by Nicole Ward to approve the request. Motion, seconded by Michelle Oak, carried. Amanda Villaveces abstained from voting.

A motion made by Amanda Villaveces to enter into closed session, pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding licensee at which information protected by KRS 61.810(1)(k) may be discussed at 1:03pm EST. Motion, seconded by Nicole Ward, carried.

A motion made by Scott Kaminsky, to open the session at 1:36 p.m. EST. Motion, seconded by Michelle Stillwagon, carried. No action was taken in closed session.

A motion made by Lilian Williams, to rescind retirement of J.P. due to mistake and set retirement date as of May 18th, 2023. Motion, seconded by Amanda Villaveces, carried.

The Board discussed the best way to update the FAQ section on the website. A motion made by Michelle Oak for Amanda Villaveces and the Board Administrator to review and update FAQ section and to discuss at the next Board Meeting. Motion, seconded by Lilian Williams, carried.

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

- 7 Approved Licensure/permit applications
- 2 Deferred Licensure/permit application
- 7 Approved Post-approval Applications
- 13 Deferred Post-Approval Application
- 14 Approved Provider Course Applications
- 1 Deferred Provider Course Applications
- 0 Approved Sponsor Provider Application
- 1 Deferred Sponsor Provider Application

A motion made by Michelle Stillwagon 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. Scott Kaminsky abstained from voting.

A motion made by Michelle Oak 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. Scott Kaminsky abstained from voting.

COMPLAINTS COMMITTEE

The Complaints Committee met and made the following recommendations:

2023MFT00002- Request from licensee and their supervisor certain documents or proof relating to the licensee's response and the dates/times during the relevant period she met with clients

2022MFT00007- Send Complaint to licensee and check with the Complainant's counsel on court case status.

A motion made by Scott Kaminsky to accept the recommendations. Motion, seconded by Amanda Villaveces, carried. Michelle Oak abstained from voting.

PER DIEM

Motion made by Amanda Villaveces to approve Per Diem for the following:

- 4/5: Jennifer Kendrick- Applications/Renewal Reviews
- 4/11: Jennifer Kendrick, Amanda Villaveces, Lilian Williams – Regs. Committee meeting
- 4/13: Michelle Stillwagon- Applications/Renewal Reviews
- 4/14: Nicole Ward- Applications/Renewal Reviews
- 4/15: Michelle Stillwagon- Applications/Renewal Reviews
- 4/16: Nicole Ward- Applications/Renewal Reviews
- 4/17: Jennifer Kendrick- Applications/Renewal Reviews
- 4/18: Nicole Ward- Applications/Renewal Reviews
- 4/19: Nicole Ward- Applications/Renewal Reviews

- 4/20: Nicole Ward, Scott Kaminsky, Amanda Villaveces, Michelle Stillwagon, Jennifer Kendrick, Lilian Williams

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

Motion, seconded by Michelle Oak, carried.

ADJOURN

A motion made by Nicole Ward to adjourn the meeting at 2:11 p.m. Motion, seconded by Amanda Villaveces, carried.

A handwritten signature in black ink that reads "Jennifer Kendrick". The signature is written in a cursive, flowing style.

Jennifer Kendrick, LCSW, LMFT

Chair