

**The Kentucky Board of Licensure for  
Marriage and Family Therapists**  
**March 28, 2013 – Cancelled due to lack of quorum**  
**April 25, 2013 – Includes March Agenda Items**  
**Minutes**

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The regular scheduled meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky on April 25, 2013.

**Board Members Present:**

Ms. Sandy Miller, Chair  
Ms. Carolyn Miller-Cooper  
Ms. Jane Prouty  
Mr. Richard Harmon

**Occupations and Professions:**

Marcia Egbert, Board Administrator

**Office of the Attorney General:**

Brian Judy for Angela Evans

**Board Members Absent:**

Ms. Stephanie Head  
Mr. Tony Watkins - Resigned

**Guests**

Dave Clapper, KAMFT Representative

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**Call to Order:** Chair Sandra Miller called the meeting to order at 10:07 a.m.

**Minutes:** The Board reviewed minutes from February 28, 2013. Jane Prouty made a motion to accept the minutes with corrections. Carolyn Miller-Cooper seconded the motion. The motion carried unanimously.

**Board Monthly Financial Report:**

The Board Monthly Financial Reports for July 1, 2012 through January 31, 2013 and July 1, 2012 – March 31, 2013 were reviewed. Jane Prouty made a motion to accept the Monthly Financial Reports. Carolyn Miller-Cooper seconded the motion. The motion passed unanimously.

**Attorney Report**

There was no report from Mr. Judy in Ms. Evan's absence.

**O & P Report**

Marcia Egbert reported the following:

**New Employee –** Ms. Diana Jarboe joined the O&P as Board Administrator on March 1, 2013. She has been assigned the following boards: Kentucky Board of Licensed Professional Counselors, Kentucky Board of Home Inspectors and the Kentucky Board of Specialists in Hearing Instruments.

**Resource Management Analyst II** – The register for the vacant position closed on March 7<sup>th</sup>. The applications have been reviewed and interviews will be conducted and the position will likely be filled by mid-May. In the interim Susan Ellis, Section Supervisor continues to update websites as needed until the position is filled.

### **Open Meetings Training**

Several boards have shown an interest in attending Open Meetings Training and O&P is working with the Attorney General's Office to schedule a date. The Board Chair asked that the Board be given a months' notice of the date so that the Board Members attending can coordinate with their schedules.

### **Database**

Work continues on the update of the O&P database – COT will begin work the first week of April for a plan for Data Conversion. They secured and activated the development server. Their team of architects and developers will now work toward the data model for the current/future O&P database. Once the Resource Management Analyst position has been filled, they will be assisting with prioritizing the order of updated applications.

### **Legislative Session**

The Kentucky General Assembly entered Sine Die on March 26, 2013. HB 104 legislation was signed by the Governor that impacts Licensed Professional Art Therapists. SB72 was also signed by the Governor and impacts the Marriage and Family Therapists, Licensed Professional Counselors, Fee Based Pastoral Counselors, Psychology, Occupational Therapists and Certified Alcohol and Drug Counselors. The Board had asked what this entailed at a previous meeting. LRC is creating a Research Committee to investigate how boards and commissions across the state are functioning and their efficiency. There is a possibility of combining Boards in the future. It would be legislation and O&P would have input.

### **Old Business**

The board discussed the status of the draft amendment regarding Board Approved Supervisors being required to be licensed in Kentucky, the Continuing Education changes and changes in forms. Attorney Judy said that he would check with Angela Evans and have her inform the Board if she needs anything from them to complete the drafts.

The Board discussed having a work session in late spring or early summer to work on the regulations and forms. After the discussion it was decided to move the June Board meeting to June 20, 2013 and have a work session at the Board Office on June 28, 2013 beginning at 8:30 a.m. Board members were instructed to check their schedules and get back with Marcia Egbert to confirm those dates and their attendance so she can put them on the O&P Master Calendar. Dave Clapper of KAMFT was recognized and he said that he would like to make some suggestions to the Board. Ms. Miller instructed

him to submit his suggestions to Marcia Egbert at the Board Office and she would place them on the agenda for the next Board meeting.

Jane Prouty reported that the Exploration Committee feels that it is not feasible for the Board to separate from O&P at this time due to the cost of going out on their own. They recommend that we abandon the idea for now and revisit the possibility once the Board has stabilized. The Board was in agreement with the recommendation of the Exploration Committee.

### **New Business**

The Board received an e-mail from Lonna Smith in regard to an ethical question. The Board feels the situation is outside the regulatory powers of the board. This is a case specific question and the Board does not provide case specific consultation and recommended that she seek advice from her in-house legal counsel. Ms. Egbert will contact Ms. Smith with the Boards answer.

Patricia Sheldon with KAMFT Division Conference Planning Committee e-mailed the Board about future CEU Ethics Presentations and the possibility of splitting the ethics between different presentations. The Board stated that KAMFT falls under the category that is preapproved by our regulations and we already allow them to split trainings. The Board stated that they must reflect the number of hours pertaining to Ethics on the certificate that is given to the attendee. Ms. Egbert will contact Ms. Sheldon via e-mail.

Michael Cornwall, Executive Staff Advisor with Kentucky Medicaid contacted the Board with an offer to meet with them to discuss the revision to 907 KAR 1:055 that may impact the scope of practice for the LMFT. The Board would like for Mr. Cornwall to come to speak with them but would like to request more information and what the proposed regulation amendment actually is prior to his coming. Marcia Egbert will contact him via e-mail and will forward information received from him to the Board before scheduling a time for him to come to a Board meeting.

Rev. James M. Harkness II contacted the Board with a Practicum question. The Board instructed Ms. Egbert to direct him to 201 KAR 32:020 Section 3 (7) in the regulations as his question pertains to part of his course work. They also suggested that he contact the head of the Department at the university or college that he attends.

The Board received an e-mail from Jennifer Hayes in regard to supervision and equivalent course of study. The Board asked Ms. Egbert to contact Ms. Hayes and request additional information. They also recommended for her to seek advice from the Program Director at the college or university she attends.

An e-mail was received from Laura Lesauskis, Enrollment Advisor at Northcentral University asking if direct client contact and internship hours obtained by a student at a non-COAMFTE university and are found not to be able to be transferred to Northcentral University, a COAMFTE school, could be counted toward post-graduate requirements in

Kentucky. The Board stated that they would not count toward post-graduate requirements in Kentucky. Ms. Egbert will inform Ms. Lesauskis.

Mark Brengelman contacted the Board to see if it offers partial credit hours for CEU based on the 50 minute rule in 201 KAR 32:060. The Board stated that yes they do. The determination of the amount of CE hours approved will be based on the information submitted to the Board through the preapproval process. As in the scenario you presented, the Board may approve a fraction of time based on the definition of a "continuing education hours." See 201 KAR 32:010 Section 1 (b). Ms. Egbert will let him know.

Samuel Rosa, approved provider for MFT, SW and NBCC CEU's in Mississippi sent an e-mail asking if Kentucky marriage and family therapy board would accept continuing education hours that they present in Kentucky. The Board responded that they would need to submit the Application for Approval of Continuing Education found on the website and pay the fee. The Board would review them. Ms. Egbert will contact Mr. Rosa.

Rachel Heyne contacted the Board Office and had a question regarding client care between her graduation and receipt of her Marriage and Family Therapy Associates license. The Board suggested that she talk to those at her practicum site and her transition office at the university as to how to handle these clients as she cannot see those clients until she has received her license. Her other question concerned the amount of time between the review and the applicant finding out the outcome of the review being up to ten days and how she can find out sooner so she can start her job as scheduled. Although the website states that it can take up to 10 days to see the results of the review of their application, Ms. Egbert stated that she usually has them posted on the Online Verification System within two business days.

The election slate for offices of the AMFTRB were sent to the Board delegate. Ms. Miller and the Board discussed their vote and Ms. Miller will cast the vote on the delegate chosen by the Board at the AMFTRB Conference.

Ms. Egbert presented fliers from Norton Professional Books and from the Citizen Advocacy Center for review by the Board. The Board asked that Ms. Egbert scan and e-mail them to the Board Members in the future so save time at the meetings. Ms. Egbert will scan and send all fliers to the Board Members in the future.

Paige Hord requested that the Board approve the supervision and clinical hours she obtained between 1/9/2009 through 9/8/2010 prior to making the decision to be a stay at home mom. She realized she failed to submit these hours at the time she stopped seeing clients in 2009 when she started back to counseling and supervision on October 12, 2012. After reviewing the logs she submitted with her letter, the Board decided to allow the hours based on her logs and signature of her Supervisor.

The Board received a resignation letter from Tony Watkins stating that he would no longer be serving on the Board effective April 24, 2013 as he was moving to Alabama. The Board accepted his resignation. Jane Prouty made a motion that Board Chair Miller purchases a plaque for Mr. Watkins thanking him for his time serving on the Board and that Ms. Miller be reimbursed for the cost of the plaque and cost of shipping. Carolyn Miller-Cooper seconded the motion and the motion carried. The Board also wants to encourage anyone that would like to serve on the Board to submit their application to the Governor's Office. Ms. Egbert will talk with Executive Director Courtney Bourne about having her to contact the Governor's Office to encourage them to appoint someone to the open positions as soon as possible. The Board has two openings now and another one will be open in July, 2013.

The Board received an e-mail from Teresa Lloyd for clarification pertaining to raw data for her Supervisee. The Board responded that there has always been a requirement for raw data however, now proof is required. Prior to May 10, 2010, there were no logs required and supervisors would just sign off on licensees raw data. Now you must show the raw data on the required logs. No one is exempt from raw data. Ms. Egbert will respond to her.

#### **Complaints/Other Legal Matters**

The Complaint Committee did not meet due not having a committee member in attendance at the Board meeting. The report below was from the February 28, 2013 meeting and they will be reviewed again at the next Board Meeting.

- a. 2011-007 – Pending
- b. 2013-001 – Pending
- c. 2013-002 – Pending
- d. Ms. Evans to do a Letter of Admonishment to S.A. for continually violating supervision laws and regulations and for Ms. Egbert to remove S.A's name from eligibility to take the National Exam.

#### **Status Report as of 2/26/2013:**

Active Licensee's for MFT's –	516
Active Licensee's for MFTA's –	120
Total Active Licensee's –	636

#### **Application Review:**

Jane Prouty made a motion to approve all applications, renewals, audits, and CEU Provider Applications as reviewed and recommended by the committee this morning prior to the Board Meeting. Carolyn Miller-Cooper seconded the motion. The motion passed unanimously.

Jane Prouty made a motion to approve the ratification of applications, renewals, audits and Provider Applications reviewed and issued from 2/28/2013 through 4/24/2013. Richard Hamon seconded the motion. The motion passed unanimously.

A last minute question of whether the KY Board accepts CEU's that licensees submit that have been approved by another state Marriage and Family Therapy Licensing Board would count? Following discussion, the Board is in agreement that they would accept CEU's that have been approved by other state boards but it would have to say on the certificate that the state board did approve so many hours for MFT licensees.

**Associates:**

The following application for Marriage and Family Therapist Associates were approved: *Derek R. Bowers, Karen Hatcher, Kim E. Jackson, Dana K. Kearns, Jennifer L. Komis, Joseph Quaye, Melanie Randolph*

The following applications for Marriage and Family Therapist Associates were denied: *Misti Hall (No Approved Supervisor), Lauren Ruedel (has not graduated yet).*

The following Plans of Supervision for Marriage and Family Therapist Associates were approved: *Tonya A. Clay, Fran Eilers, Daniel S. Hall, Grace L. Van Melle, Jesse L. Vice*

The following Renewals for Marriage and Family Therapist Associates were approved: *Tonya Clay, Lee A. Roussel*

The following Renewals for Marriage and Family Therapist Associates were approved with provisions: Lyle Edwards, Sharon Krause Perkins, (Must submit letter from licensee and supervisor)

**LMFT:**

The following applications for licensed Marriage and Family Therapist were approved: *Mary Monica Baker, Jessica Durbin, Donna Barbee Hall, Tanganyika S. Jones, Scott Harley Kaminsky, Cassie Morris, John Strachan, Enrica Tamar, Crystal Nicole Whittaker*

The following Renewal Audits for Marriage and Family Therapist were approved: *Thyra Joan E. Billings, Edward A. Chrisman, Mary P. Coppinger, Steven J. Feierstein, Anthony C. Fryer, Robert E. Hughes, John Lentz, Janet Levitan, Robert O'Brien, F. Keith Page, Laura M. Wagner*

The following Renewal Audit for Marriage and Family Therapist was deferred: *Willard David Sapp*

The following Renewal Audit for Marriage and Family Therapist was denied: *Barbara Driskill*

The following Reinstatement for license as a Marriage and Family Therapist was approved: *Jane Kendrick-Lites*

The following Reinstatement for license as a Marriage and Family Therapist was deferred: *Dorrey R. Thompson*

Online Renewals for Marriage and Family Therapist were approved:  
See attached list.

**Results for Provider CEU Applications reviewed from 1/25/2013 thru 4/25/2013:**

See attached spreadsheet.

The next meeting of the Marriage and Family Therapy Board is scheduled for May 23, 2013 at 911 Leawood, Frankfort, KY. Committees will meet at 8:30 a.m. with the Board Meeting to follow at 9:30 a.m.

Jane Prouty made a motion that Travel and Per Diem be paid to those who attended the regular Board Meeting on April 25, 2013. Carolyn Miller-Cooper seconded the motion. The motion passed unanimously.

The Marriage and Family Therapy Board meeting was adjourned by Chair Sandy Miller at 12:38 p.m.

Respectively Submitted:

Marcia Egbert  
Board Administrator