

**KENTUCKY BOARD OF  
LICENSURE OF MARRIAGE AND FAMILY THERAPISTS  
BOARD MEETING MINUTES  
January 20, 2011**

A regular 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 at 9:30 a.m. on January 20, 2011

**Board Members Present:**

Ms. Jane Prouty  
Ms. Sandy Miller  
Ms. Stephanie Head  
Mr. Tony Watkins

**Board Members Absent:**

Dr. Tom Robbins

**Occupations and Professions:**

David Garr, Acting Executive Director  
Marcia Egbert, Board Administrator

**Others Present**

Mike Rankin

**Office of the Attorney General:**

Angela Evans, Attorney

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**Call to order:**

Mr. Watkins, Board Chair called the meeting to order at 10:00 a.m. Meeting was late due to the Committee Meeting running over.

**Election of Officers**

- Stephanie Head nominated Tony Watkins to remain as Chair. Motion was seconded by Sandra Miller. Motion passed.
- Sandra Miller nominated Stephanie Head to remain as Vice-Chair. Motion was seconded by Tony Watkins. Motion passed.
- Jane Prouty nominated Sandra Miller as Secretary/Treasurer. The motion was seconded by Stephanie Head. Motion passed.

**Approval of Minutes**

Sandra Miller made a motion to accept the December 9, 2010 minutes. Stephanie Head seconded the motion. Motion carried.

**Approval of Financial Statement – July 1, 2010 – December 31, 2010**

David Garr, Acting Executive Director reported that the Administrative fees for the 3<sup>rd</sup> Quarter have not been posted due to staff being on sick leave. He also reported that it also shows no reimbursements for the last few months. Occupations and Professions have hired two new employees and he anticipates that reports, etc. will be caught up quickly. Stephanie Head made a motion to accept the Financial Statement for July 2, 2010 through December 31, 2010. Jane Prouty seconded the motion. The motion carried.

**DIRECTOR'S REPORT**

- David Garr, Acting Executive Director informed the Board that a new Executive Director has been appointed. Her name is Shannon Tivitt. She is from Louisville and has 20 years of experience in government. She will begin February 1, 2011.
- Occupations and Professions have hired two new employees who started this week.
- The Occupations and Professions still have only one person working in the Fiscal Department.
- The Governor signed an Executive Order for two new Board Members. Richard Hamon from Winchester, Kentucky representing Marriage and Family Therapists and Carolyn Miller-Cooper from Louisville, Kentucky representing citizens-at-large. Packets will be going out to these two new members prior to the next meeting.

**OLD BUSINESS**

- Letter to Licensee's for Approval – The Board discussed changes/edits, etc. Jane Prouty moved that Stephanie Head make all corrections/edits, etc. discussed and forward the final document to Marcia Egbert for distribution to all licensees by the end of next week. Sandra Miller seconded the motion. Motion carried.
- Letter from Tracy Lynn Karam and Dr. Michelle Johnson – Waiving requirements of CEU's – Tony Watkins suggested we table Tracy Karam's request until the next Board Meeting. Discussion followed and Stephanie

Head moved that Marcia Egbert write a letter stating that prior to being reinstated, all CEU requirements must be fulfilled. Jane Prouty seconded the motion. Motion carried.

### **TABLED FROM DECEMBER MEETING**

The Board discussed and decided that the Board will hold a Retreat Meeting on March 16, 2011 beginning at 6:00 p.m. prior to the regular Board Meeting scheduled for March 17, 2011 in order to address the concerns below. Jane Prouty moved that the Board approve travel and per diem for Board Members in order to hold the Retreat Meeting. Sandra Miller seconded the motion. Motion carried. The following concerns will be addressed at the Retreat Meeting on March 16, 2011 beginning at 6:00 p.m.

- Follow-Up Report – Length of Associate Status
- Follow-Up Report – CEU's for Associates to be added to requirements
- Follow-Up Report – Limiting Supervisees to six (6)
- Follow-Up Report – Parameters to exception to supervise more than six (6)
- Follow-Up Report – Background Checks
- Follow-Up Report – Decision on time frame to take exam
- Follow-Up Report – Regulation Changes
- E-Mail from Dana N. Christensen – Licensing Question
- E-Mail from Ann Holloway (along with support e-mails received by several others) – Renewal Cards

### **NEW BUSINESS**

- Thank you Letter from Delbert Hayden was acknowledged.
- Memo from Governor Beshear – Conflict of Interest Disclosure Statement was acknowledged
- Letter from James F. Kennedy – Requesting Extension – Tony Watkins moved that Marcia Egbert send a Cease and Desist letter because he has extended past the grace period. He must reapply and meet the current requirements. Sandra Miller seconded. Motion carried.
- Preview kit from Laurie Bitanga with “Parenting Wisely” was acknowledged.

### **COMPLAINTS/COMPLIANCE/OTHER LEGAL MATTERS**

- 07-003 – LPC Board has not been able to file injunction.
- 09-001 – Ongoing – No new action
- 09-005 – Ongoing – No new action
- 10-001 – Ongoing – No new action
- 10-002 – Ongoing – No new action
- 10-003 – New – Stephanie Head moved that Angela Evans, Attorney write an “Order to Respond” letter. Tony Watkins seconded the motion. Motion carried.
- 11-001 – New – Presented to committee for review.

### **APPLICATION REVIEW**

- The following Marriage and Family Therapists were approved: *Heather N. Brook, Chandra R. Heath, Stefani R. McElheney, Abigail E. Nordquist.*
- The following Marriage and Family Therapist was deferred: *Carol Isbell*
- The following Marriage and Family Therapist Reinstatement was deferred: *David Johnson*
- The following Marriage and Family Therapist Renewals were approved: *Gregory Brock, Peggy Hoffman, David Breeding, Charles Love, Melissa McFaddin, Sara Hicks, Charlotte Melcher, Rebecca Bazzle, Sue O'Mally, Keith Williams, Robert Hughes*
- The following Marriage and Family Therapist Renewal was deferred: *Robert Nolan*
- The following Marriage and Family Therapist Associates were approved: *Whitney Brainard, Michelle Weaver*
- The following Marriage and Family Therapist Associate was denied: *Margaret Odem*
- The following Marriage and Family Therapist Associate was deferred: *Debra Kirkey*
- The following Marriage and Family Therapist Associates were approved with provisions: *Pamela Hendricks, James Peters*
- The following Marriage and Family Therapist Plan of Supervision was approved with Provisions: *Laura Duke*
- The following Marriage and Family Associate Renewals were approved: *Lete Ansera, Ilene C. Bosscher, Joseph G. D'Ambrosio, Jared Ingle, Cynthia Scott, Constance Quick, James Lay, Michelle Kipper Decker, Melinda Bogle*
- The following Marriage and Family Therapist Associate Renewals were deferred: *Kathryn M. Miller, Michael J. King, Troyann Gentile*

Tony Watkins moved to approve Ratification of renewals and approval of applications from December 9, 2010 – January 19, 2011. Jane Prouty seconded the motion. Motion carried.

**PROVIDER APPLICATIONS APPROVED:**

**Kentucky Association for Play Therapy**

- KAPT 18<sup>th</sup> Annual Conference: The Power of Play and Metaphor: The Use of Play Therapy and Therapeutic Play in Working with Cooperative and Hesitant Families – 12.0 Hours

**Kentucky Psychological Association**

- Family therapy: Cybernetics, Conceptualization and Case Discussion – 4.5 Hours

**NorthKey Community Care**

- What's the Big Deal About Attachment? Theory and Applications for Working with Children and Adults – 2.0 Hours
- Suicide Assessment and Safety Planning – 3.0 Hours

**PESI, LLC**

- ADHD, OCD and Bipolar – 6.0 Hours
- Compassion Fatigue – 7.0 each day (Only for MFT Hours – Not for Ethics – Does not meet the criteria for Ethics)

**RiverValley Behavioral Health**

- Evidence-Based Sentencing for Drug Offenders – 3.0 Hours

**Seven Counties Services, Inc.**

- Trauma Spectrum Disorders: Best Clinical Practices: History and Diagnosis – 3.5 Hours
- Trauma Spectrum Disorders: Best Clinical Practices: Establishing a Foundation for Treatment – 3.5 Hours
- Trauma Spectrum Disorders: Best Clinical Practices: Advanced Techniques – 3.5 Hours
- Trauma Spectrum Disorders: Best Clinical Practices: Working with Children with Children and Groups – 3.5 Hours
- Object Relations Therapy (2011) – 6.0 Hours
- Working with Refugee and Immigrant Clients: Best Clinical Practices – 6.0 Hours
- Ages and Stages Questionnaire Training – 2.0 Hours
- Cultural Competence in Clinical Practice – 3.0 Hours

**Heisel and Associates Inc.**

- ADHD and Co-Morbid Disorders in Children and Adults – 6.0 Hours
- Counseling the Elderly About Alternative Treatments – 6.0 Hours
- Clinical Supervision Techniques for Serving Traumatized – 6.0 Hours
- A Basic Approach to Pharmacotherapy – 1.5 Hours
- A Practical Approach to Documentation – 2.0 Hours
- The Role of the Mental Status Exam in Client Care – 1.0 Hours
- Workplace Violence: Awareness and Prevention – 1.0 Hours
- Duty to Warn/Duty to Protect – 1.50 Hours
- School Refusal Behavior: Effective Techniques to Help Children Who Can't or Won't Go To School – 5.0 Hours
- Neuroplasticity: The Biology of Psychotherapy – 6.0 Hours
- Clinical Supervision With Difficult Cases – 7.0 Hours
- Cultural Considerations in the Provision of Substance – 1.5 Hours
- Substance Abuse Treatment and the Adult Offender – 3.0 Hours
- Counseling Women Who Abuse Substances – 3.0 Hours
- Counseling Domestic Violence Victims and Offenders – 3.0 Hours
- Ethics in Everyday Practice – 3.0 Hours
- Clinical Supervision: Combining Outcome and Process – 6.0 Hours
- Diagnosis & Treatment of Depression in Children and Adolescents – 4.0 Hours
- Diagnosis & Treatment Planning for Psychological and Emotional Disorders in Children and Adolescents – 6.0 Hours
- Signs & Signals: The Subtle Hints Clients Give Us About Their Beliefs and Intentions – 6.0 Hours
- Purposeful, Focused Therapy: Blending Motivational, Brief and Cognitive Treatment Methods – 6.0 Hours
- Kentucky Ethics: Guidelines, Regulations and Cases – 6.0 Hours
- Ethics From a Legal Perspective: Guidelines, Regulations and Cases – 6.0 Hours

**Cross Country Education**

- Completing the Mental Status Exam – 6.0 Hours
- Teens and Technology: Counseling Techniques to Combat Unhealthy Tech Use -6.0 Hours

**American Group Psychotherapy Association**

- AGPA Annual Meeting – Group as a Source of Resilience and Change – 44.0 Hours

**The Ridge Behavioral Health System**

- Director of Business Development – 4.0 Hours

**PROVIDER APPLICATIONS DEFERRED:**

**Clinical Applications of the Principles of Treatment of Addictions and Substance Abuse**

- Clinical Applications of the Principles of Treatment of Addictions and Substance Abuse – 13.0 Hours

**INDIVIDUAL APPLICATIONS APPROVED**

- Preventing Medical Errors: Ethics and Best Practices for Mental Health Professional – Revised 2010 – 3.0 Hours

**OTHER BUSINESS:**

- E-mail from John Morrison was received right before the meeting. Tabled to the February meeting.
- Tony Watkins made a motion that Sandra Miller be paid per diem for presenting at the KMFT Conference. Discussion followed. Tony amended his motion to state that the Marriage and Family Therapy Board pay for Sandra Miller's registration fee and travel and per diem for representing the Marriage and Family Therapy Board at the KMFT conference. Jane Prouty seconded the motion. Motion carried.

**TRAVEL AND PER DIEM**

Jane Prouty made a motion to approve travel and per diem for members attending today's meeting. Sandra Miller seconded. Motion carried.

Stephanie made a motion that Tony be paid per diem to come into the Marriage and Family Therapy Board Office and review applications, audits, etc. prior to our next meeting. Jane Prouty seconded the motion. Motion carried.

**ADJOURNMENT**

With no further business the meeting was adjourned by Chair Tony Watkins.

Minutes Respectfully Submitted

Marcia M. Egbert  
Board Administrator