

**KENTUCKY BOARD OF LICENSURE FOR MARRIAGE AND FAMILY THERAPISTS
MEETING MINUTES
October 17, 2024**

A meeting of the Kentucky Board of Licensure for Marriage and Family Therapists held In-Person/virtually through Teams on October 17, 2024.

MEMBERS PRESENT

Michelle Oak, *Chair*
Karen Sheets-Mobley
Nicole Ward, *Treasurer*
Jennifer Kendrick
Amanda Villaveces
Lilian Williams

MEMBERS NOT PRESENT

Michelle Stillwagon, *Vice-Chair*

DEPARTMENT OF PROFESSIONAL LICENSING

April Alsabrook, Admin. Section Supervisor
Daniel Leffel, Board Counsel
Kristen Lawson, Commissioner
Courtney Cook

GUESTS

Sam Gambino, Carol Ann Isbell, Allison Howell, Guest (Unverified)

CALL TO ORDER

Michelle Oak called the meeting to order at 12:03 p.m.

MINUTES

A motion made by Nicole Ward to approve the September 19, 2024, Complaints Committee Meeting minutes. Motion, seconded by Amanda Villaveces, carried.

A motion made by Jennifer Kendrick to approve the September 19, 2024, Board Meeting minutes as amended. Motion, seconded by Nicole Ward, carried.

A motion made by Nicole Ward to approve the October 10, 2024, Applications Committee minutes. Motion, seconded by Jennifer Kendrick, carried.

MONTHLY FINANCIAL REPORT

The financial statement for FY25 September was presented to the Board for review. No further action is required.

DPL UPDATE

The Commissioner informed the Board that to improve staff retention and provide stability for the boards that the Board Administrator title will be classified as Administrative Specialist Seniors, with a 5% raise. This is reflective of the work the specialists are doing.

A question was posed as to when the open position will be posted, but there is no firm date. DPL is attempting to fill a previously vacated position prior to posting a new one. The commissioner also informed the Board that DPL is looking for an additional attorney to help with the backlog.

LICENSURE STATUS REPORT

The Licensure Status Report for the month of September 2024 was presented to the Board for review. No further action is required.

KENTUCKY BOARD OF LICENSURE FOR MARRIAGE AND FAMILY THERAPISTS

LICENSURE STATUS REPORT September 16, 2024

LICENSED MARRIAGE AND FAMILY THERAPISTS	669
MARRIAGE AND FAMILY THERAPY ASSOCIATES	189
TOTAL ACTIVE LICENSES AND PERMITS	858
TOTAL INACTIVE LICENSES	10
TOTAL NOT ACTIVE-EXPIRED LICENSES SINCE JANUARY	32

FROM LAST MONTH

THERAPISTS: Up 8

ASSOCIATES: Down 1

INACTIVE STATUS: Down 1

NOT ACTIVE-EXPIRED: Up 2

LEGAL

Board Counsel informed the Board that the regulations are still under review and things are moving along and there will be a much bigger update at next month's meeting.

Board Counsel inquired if anyone from the Board would like to attend the capitol sub-committee meeting.

During the Legal portion, the Board went over the CHFS Scope of Practice from New Business. Board Counsel was sent a survey from CHFS inquiring about the Scope of Practice relating to physical restraints for clients or patients. The Board had qualms about the specific wording in the questions, specifically “give orders,” as an MFT cannot give or sign orders as a medical practitioner. Through discourse, questions one and two were answered no, as written. Three and four were answered as yes, within scope of practice, although Board members mentioned that it was not best practice. Question five was answered yes.

NEW BUSINESS

A motion made by Jennifer Kendrick to approve N.L. Board Approved Supervisor Request. Motion, seconded by Nicole Ward, carried.

A motion made by Jennifer Kendrick to approve C.W. Board Approved Supervisor Request. Motion, seconded by Amanda Villaveces, carried.

Chair, Michelle Oak, brought up the Continuing Education course the Board is putting together for supervision training. A motion made by Jennifer Kendrick to hold a Special Meeting to continue discussing the details on November 8, 2024, at 11:45 am for 75 minutes. Motion, seconded by, Amanda Villaveces.

Chair, Michelle Oak, brought up the Board Officer Elections and asked for nominations for Chair, Vice-Chair, and Secretary. Jennifer Kendrick nominated Michelle Oak for Chair. Michelle Oak accepted the nomination. Motion, seconded by Amanda Villaveces, carried. Amanda Villaveces self-nominated for Vice-Chair. Motion, by Jennifer Kendrick and seconded by Karen Sheets-Mobley, carried. Michelle Oak nominated Nicole Ward for Secretary. Motion, by Amanda Villaveces and seconded by Karen Sheets-Mobley, carried.

OLD BUSINESS

Chair, Michelle Oak, asked to table the EMDR Discussion, and to change the title to read, “EDMR/Mindfulness and Other Non-Systemic.”

Chair, Michelle Oak, informed the members the ticket with IT is still open and it will eventually close. They can open a new one if needed.

The Board asked if there was any update on CE Broker and the Commissioner stated there is no update as of now and she is trying to connect CE Broker to the correct people in IT.

ICE-T Email will be put on hold until the Public Comment Period.

APPLICATIONS COMMITTEE

The Committee makes the following recommendations:

Associate Applications

- Approved: 1
- Deferred: 0
- Denied: 0

Licensure Applications

- Approved: 1
- Deferred: 0
- Denied: 2

Reinstatement Applications

- Approved: 0
- Deferred: 1
- Denied: 0

Provider Applications

- Approved: 0
- Deferred: 0
- Denied: 1

Post-Approval Applications

- Approved: 3
- Deferred: 3
- Denied: 7

Sponsor Applications

- Approved: 0
- Deferred: 0
- Denied: 0

A motion made by Jennifer Kendrick 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 Amanda Villaveces, carried.

A motion made by Jennifer Kendrick 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 Nicole Ward, carried.

COMPLAINTS COMMITTEE

The Complaints Committee makes the following recommendations:

- 2023MFT0007 – Refer to Investigation

- 2024MFT0004 – Dismiss
- 2024MFT0005 – Dismiss

A motion made by Nicole Ward to accept the recommendations. Motion, seconded by Jennifer Kendrick, carried.

PER DIEM

Motion made by Nicole Ward to approve today's meeting and Per Diem for the following:

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

Motion, seconded by Karen Sheets-Mobley, carried.

ADJOURN

A motion made by Jennifer Kendrick to adjourn the meeting at 12:40 p.m. Motion, seconded by Nicole Ward, carried.



Michelle Ivy Oak, MEd, MMFT, LMFT, CHPS®
Chair