

**KENTUCKY BOARD OF LICENSURE FOR MARRIAGE AND FAMILY THERAPISTS
MEETING MINUTES
May 16, 2024**

A meeting of the Kentucky Board of Licensure for Marriage and Family Therapists held In-Person/virtually through Teams on May 16, 2024.

MEMBERS PRESENT

Michelle Oak, *Chair*
Michelle Stillwagon, *Vice Chair*
Karen Sheets-Mobley
Nicole Ward, *Treasurer*

MEMBERS NOT PRESENT

Amanda Villaveces
Jennifer Kendrick
Lilian Williams

DEPARTMENT OF PROFESSIONAL LICENSING

Aleena Russell, Board Administrator
Jamar Carter, Admin. Section Supervisor
April Alsabrook, Admin. Section Supervisor
Daniel Leffel, Board Counsel

GUESTS

Amanda Driggs, Joy Jones, Sherri Puckett, Dale Bertram

CALL TO ORDER

Michelle Oak called the meeting to order at 12:06 p.m.

MINUTES

A motion made by Michelle Stillwagon to approve the April 18, 2024, Complaints Committee minutes. Motion, seconded by Nicole Ward, carried.

A motion made by Michelle Stillwagon to approve the April 18, 2024, Board Meeting minutes. Motion, seconded by Nicole Ward, carried.

A motion made by Nicole Ward to approve the May 7, 2024, Regulations Committee minutes. Motion, seconded by Michelle Stillwagon, carried.

A motion made by Nicole Ward to approve the May 9, 2024, Applications Committee minutes. Motion, seconded by Karen Sheets-Mobley, carried.

MONTHLY FINANCIAL REPORT

The financial statement for FY24 April was presented to the Board for review. No further action is required.

DPL UPDATE

No DPL update.

LICENSURE STATUS REPORT

The Licensure Status Report for the month of April 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 April 10, 2024

MARRIAGE AND FAMILY THERAPISTS	642
MARRIAGE AND FAMILY THERAPY ASSOCIATES	179
TOTAL ACTIVE LICENSES AND PERMITS	821
TOTAL INACTIVE LICENSES	8

FROM LAST MONTH

THERAPISTS: Up 3

ASSOCIATES: Up 1

INACTIVE STATUS: Down 2

LEGAL

Board Counsel informed the Board that the regulations are finalized, and Counsel is working on formatting and getting those sent up to his higher ups for review.

Counsel also informed the Board and the public that he is aware of the Associate regulations lapse and is working on getting that updated. Informed everyone that this does not affect associates permits.

NEW BUSINESS

The Board discussed how the public can be informed of lapses when verifying licenses. Board Counsel weighed in and said he is unsure if the Board can legally post that information on the website and stated he would need to look further into that. The Board requested to start adding "Total Expired Licenses" to the monthly Licensure Status Report to start tracking the numbers of expired licenses.

The Board also discussed amending the Reinstatement application to reflect changes to help track lapsed licenses.

Nicole Ward suggested looking into a CE Broker again to see if this would help create better tracking for the Board and licensees.

A motion made by Nicole Ward to approve E.P. Request for Board Approved Supervisor. Motion, seconded by Karen Sheets-Mobley, carried.

A motion made by Nicole Ward to approve N.C. Request for AAMFT Supervisor Request. Motion, seconded by Michelle Stillwagon, carried.

The Board did not get requested information regarding the 2024 AMFTRB 38th Annual Meeting on September 16, 2024. This is tabled to next meeting.

The Board reviewed the updated wording for the FAQs. The Board wishes to add wording to be clearer regarding the supervisor. A motion made by Michelle Stillwagon to approve and post the updated FAQ addition with amendment. Motion, seconded by Karen Sheets-Mobley, carried.

OLD BUSINESS

No old business to discuss.

APPLICATIONS COMMITTEE

Committee members discussed and reviewed pending applications. Review of all pending licensure applications, CE applications and eServices were unable to be completed in the allotted time frame. Remaining applications will be reviewed offline and completed by the upcoming Board meeting.

The Committee makes the following recommendations:

Associate Applications

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

Licensure Applications

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

Reinstatement Applications

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

Provider Applications

- Approved: 1
- Deferred: 0
- Denied: 3

Post-Approval Applications

- Approved: 5
- Deferred: 9

- Denied: 4

Sponsor Applications

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

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 Nicole Ward, carried.

A motion made by Karen Sheets-Mobley 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

Complaints did not meet today. Quorum was not met.

PER DIEM

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

- 4/30/24 – Nicole Ward, eServices
- 5/6/24 – Nicole Ward, eServices
- 5/7/24 – Nicole Ward, Michelle Stillwagon, Amanda Villaveces, Karen Sheets-Mobley, Regulations Meeting
- 5/9/24 – Karen Sheets-Mobley, Nicole Ward, Jennifer Kendrick, Applications Committee
- 5/13/24 – Nicole Ward, eServices

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 Michelle Stillwagon to adjourn the meeting at 12:41 p.m. Motion, seconded by Karen Sheets-Mobley, carried.



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

Chair

