

**KENTUCKY BOARD OF LICENSURE FOR MARRIAGE AND FAMILY THERAPISTS
MEETING MINUTES
April 16, 2026**

A meeting of the Kentucky Board of Licensure for Marriage and Family Therapists was held at the Department of Professional Licensing located at 500 Mero Street, Frankfort, KY 40601 on April 16, 2026.

MEMBERS PRESENT

Michelle Oak
Susan Smith
Karen Sheets-Mobley
Amanda B. Villaveces
Allison Hock Howell
Jane Alexander

DEPARTMENT OF PROFESSIONAL LICENSING

Jolene Shearer, Board Administrator
Kristen Lawson, Commissioner
Jeff Bardroff, Administrative Supervisor
Chasity Wray, Finance

MEMBERS NOT PRESENT

OTHERS

Lilly Coiner, Board Counsel

GUESTS

Sheri Puckett

Alex Colston

CALL TO ORDER

Michelle Oak called the meeting to order at 12:01 p.m.

MINUTES

A motion was made by Amanda B. Villaveces to approve the minutes of the March 19, 2026, Applications Committee Meeting. Motion, seconded Susan Smith, carried.

A motion was made by Amanda B. Villaveces to approve the minutes of the March 19, 2026, Complaints Committee Meeting. Motion, seconded Allison Hock Howell, carried.

A motion was made by Jane Alexander to approve the minutes of the March 19, 2026, Board Meeting. Motion, seconded Susan Smith, carried.

A motion was made by Allison Hock Howell to approve the minutes of the April 13, 2026, Regulation Meeting. Motion, seconded Amanda B. Villaveces, carried.

MONTHLY FINANCIAL REPORT

The financial statements for the months ending March 31, 2026, was presented to the Board for review. No further action as required.

DPL UPDATE

Commissioner Lawson had no update at this time.

LEGAL COUNSEL REPORT

Legal will be meeting with Commissioner Lawson and Legal Services to review all legislation bills that passed in the 2026 General Assembly and how they will affect the Boards.

The Board scheduled the next Regulation Meeting for May 18, 2026 at 9:00 a.m. to 11:00 a.m..

LICENSURE STATUS REPORT

A Licensure Status Report dated April 15, 2026, was presented to the Board for review. The report showed there are currently 708 active licensed Marriage and Family Therapists along with 194 active licensed Marriage and Family Therapy Associates. No further action was required.

NEW BUSINESS

The Board discussed having a standing New Business Item regarding anything the Board sees during review of applications, renewals and emails. This month's items include:

- Ethics: Everyone needs to review 201 KAR 32:050 regarding the Code of Ethics
- Associates: If there is a break in supervision, you need to notify the Board either before the break (if there is sufficient time), or as soon as possible after the break. Do not wait until renewal time.
- Supervision Logs: Associates it is your responsibility to maintain supervision logs for when it is time to apply for licensure.
- Board Member Applications: The Board does not appoint members to the Board. The Governor's Office appoints Board Members and receives the applications

The Board discussed HB459. Commissioner Lawson advised that this will be included in the meeting DPL and Legal Services will be having regarding legislation that passed in the General Assembly.

The Board tabled the CLEAR invoice. Michelle Oak will do research to see if this is still something the Board still wants to be a part of.

The Board reviewed Newsletter presented. The Board will review again at the May meeting after Legal has a chance to review and make changes if needed.

The Board reviewed the request from N.D. to become a Board Approved Supervisor. A motion was made by Allison Hock Howell to approve N.D. request to become a Board Approved Supervisor. Motion, seconded Karen Sheets-Mobley, carried.

A motion was made by Susan Smith to enter into closed sessions at 12:18 p.m., pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding applications at which information protected by KRS 61.810(1)(k) may be discussed. Motion seconded by Allison Hock Howell, carried.

A motion was made by Karen Sheets-Mobley to return to open session at 12:25 p.m.. Motion, seconded by Susan Smith, carried. No final action was taken in closed session.

OLD BUISNESS

There was no Old Business to be discussed.

APPLICATIONS COMMITTEE

Motion was made by Susan Smith to approve all applications, renewals, audits, inactive requests, denials and CE provider applications as reviewed by the applications committee. Motion, seconded by Allison Hock Howell, carried.

Licensure/Permit Applications:

Approved: 5

Deferred: 1

Denied: 2

Continuing Education Applications:

Approved: 10

Deferred: 3

Denied: 4

COMPLAINT COMMITTEE

2021MFT00002 – refer to investigation for current information

Board Initiated Complaint regarding E.A.

Motion made by Complaints Committee presented by Legal Counsel to approve the recommendations. Motion, seconded by Susan Smith, carried.

TRAVEL AND PER DIEM

Motion was made by Amanda B. Villaveces to approve Travel and Per Diem. Motion, seconded by Susan Smith, carried.

Michelle Oak – Travel for 04/16/26; per diem for 04/12/26; 04/13/26; 04/16/26

Amanda Villaveces – Travel for 04/16/26; per diem for 04/13/26; 04/16/26

Allison Hock Howell – per diem for 04/13/26; 04/16/26

Susan Smith – Travel for 04/16/26; per diem for 04/14/26; 04/16/26

Karen Sheets-Mobley – per diem for 04/16/26

Jane Alexander – per diem for 04/16/26

ADJOURN

Motion was made by Susan Smith to adjourn the meeting at 12:29 p.m. Motion, seconded by Amanda B. Villaveces, carried.



Michelle Ivy Oak, Chair