

KENTUCKY BOARD OF LICENSURE FOR MARRIAGE AND FAMILY THERAPISTS
MEETING MINUTES
June 15, 2023

A meeting of the Kentucky Board of Licensure for Marriage and Family Therapists held In-Person/virtually through Zoom on June 15, 2023.

MEMBERS PRESENT

Jennifer Kendrick, *Chair*
Scott Kaminsky, *Vice Chair*
Michelle Oak
Amanda Villaveces
Lilian Williams
Nicole Ward, *Secretary/Treasurer/Sargent at Arms*
Michelle Stillwagon

MEMBERS NOT PRESENT

DEPARTMENT OF PROFESSIONAL LICENSING

Aleena Russell, Board Administrator
Jamar Carter, Admin. Section Supervisor
Daniel Leffel, Board Counsel
Kristen Lawson, Commissioner

GUESTS

Dale Bertram, Tony Watkins, Miranda Gill, Cheryl Elam, Angela Whitaker, Matt Cornu, Marissa Barton, Carsyn Kidwell, Alexandra Pankey, Alice Butler, Amanda Brown, Nikki, Elizabeth Steering, Brianna Linney, Renita, Jennifer Coulter

CALL TO ORDER

Jennifer Kendrick called the meeting to order at 12:01 p.m.

MINUTES

A motion made by Scott Kaminsky to approve the May 18, 2023, Complaint meeting minutes. Motion, seconded by Michelle Oak, carried. Jennifer Kendrick abstained from voting.

A motion made by Scott Kaminsky to approve May 18, 2023, Board Meeting minutes. Motion, seconded by Lilian Williams, carried. Jennifer Kendrick abstained from voting.

A motion made by Lilian Williams to approve the June 7, 2023, Regulations Committee meeting minutes. Motion, seconded by Amanda Villaveces, carried. Jennifer Kendrick abstained from voting.

MONTHLY FINANCIAL REPORT

The financial statement for the month of May 2023 presented to the Board for review. No further action is required.

DPL UPDATE

Commissioner Lawson gave insight to the Board Members on how the ending of a Board Member's term works.

LICENSURE STATUS REPORT

No Licensure Status Report to review this month.

LEGAL

Board Counsel discussed the meeting of the Regulations Committee on June 7, 2023. There was one main point.

1. FBI background checks being added to the application process will require a statute change. Therefore, the Board will need to appoint a Board Member to delegate the statute change with Legislature.

A self-nominated motion was made by Amanda Villaveces to appoint her as the Board Member to delegate the statute change with Legislature regarding FBI background checks. Motion, seconded by Michelle Oak, carried. Jennifer Kendrick abstained from voting.

A motion made by Michelle Oak to schedule the Regulations Committee meeting for July 11, 2023, at 2pm EST for 90mins. Motion, seconded by Scott Kaminsky, carried. Jennifer Kendrick abstained from voting.

NEW BUSINESS

A motion was made by Jennifer Kendrick to enter into closed session at 12:21 pm, 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 Scott Kaminsky, carried.

A motion was made by Scott Kaminsky to return to open session at 1:03 pm. Motion, seconded by Amanda Villaveces, carried. Jennifer Kendrick abstained from voting. No final action was taken in closed session.

A motion made by Jennifer Kendrick to hold Special Meetings for the Applications Committee to meet on July 11, 2023, at 9am, August 10, 2023, at 9am, September 14, 2023, at 9am, October 12, 2023, at 9am, November 9, 2023, at 9am and December 14, 2023, at 9am. Motion, seconded by Lilian Williams, carried.

The Board reviewed T.A. AAMFT Supervisor Candidate Status Request. A motion made by Michelle Stillwagon, to defer the request due to the supervision end date needing to be corrected. Motion, seconded by Amanda Villaveces, carried. Jennifer Kendrick abstained from voting.

The Board reviewed C.B.L. AAMFT Supervisor Candidate Status Request. A motion was made by Scott Kaminsky, to approve the request. Motion, seconded by Michelle Oak, carried. Jennifer Kendrick abstained from voting.

The Board reviewed A.B. Question Regarding Appealing of the 5-year Associate Regulation and concluded the Board does not have jurisdiction over accommodations for the National Exam. The Board offered the options of applying for LMFT license and having another year to pass the test, while not being able to practice, or can apply for a permit and start over as an Associate.

The Board reviewed the updated FAQs and suggested adding “What happens when your 5-year associate permit expires?” to give clarification to associates of what their options are.

The Board was informed Jennifer Kendrick will be stepping down in July as Board Chair at the May meeting. Jennifer Kendrick nominated Nicole Ward to replace Jennifer Kendrick as Board Chair. Nicole Ward declined the nomination. A self-nominated motion to appoint Michelle Oak as Board Chair was made. Motion, seconded by Scott Kaminsky, carried. Nicole Ward and Jennifer Kendrick abstained from voting.

OLD BUSINESS

There was no Old Business to be discussed at this meeting.

APPLICATIONS COMMITTEE

- 17 Approved Licensure/permit applications
- 5 Deferred Licensure/permit application
- 9 Approved Post-approval Applications
- 2 Deferred Post-Approval Applications
- 1 Denied Post-Approval Application
- 4 Approved Provider Course Applications
- 1 Deferred Provider Course Applications
- 0 Approved Sponsor Provider Application
- 0 Deferred Sponsor Provider Application

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 with the caveat to go back and approve remaining applications after the clarification of how to proceed with online work. Motion, seconded by Scott Kaminsky, carried. Jennifer Kendrick abstained from voting.

A motion made by Michelle Stillwagon 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 Scott Kaminsky, carried. Jennifer Kendrick abstained from voting.

COMPLAINTS COMMITTEE

The Complaints Committee met and made the following recommendations:

- 2022MFT00007 - Tabled until next Board Meeting due to response not being received yet. Board Counsel to contact Licensee's attorney.
- 2023MFT00001 – Tabled until next Board Meeting due to the Board finding the Investigative Report to be incomplete. Board Counsel to contact the Investigator.

A motion made by Lilian Williams to accept the recommendations. Motion, seconded by Michelle Oak, carried. Jennifer Kendrick abstained from voting.

PER DIEM

Motion made by Michelle Stillwagon to approve Per Diem for the following:

- 4/26/2023 – Nicole Ward, Application Review
- 5/08/2023 – Michelle Stillwagon, Board Training Video
- 5/10/2023 – Michelle Stillwagon, Application Review
- 5/15/2023 – Michelle Stillwagon, Application Review
- 5/16/2023 – Michelle Stillwagon, Application Review
- 5/17/2023 – Michelle Stillwagon, Application Review
- 5/21/2023 – Michelle Stillwagon, Application Review

- 6/04/2023 – Michelle Stillwagon, Application Review
- 6/07/2023 – Michelle Oak, Amanda Villaveces, Regulations Committee
- 6/08/2023 – Michelle Stillwagon, Application Review
- 6/11/2023 – Michelle Stillwagon, Application Review
- 6/12/2023 – Michelle Stillwagon, Application Review
- 6/14/2023 – Michelle Oak, Application Review
- 6/15/2023 – Amanda Villaveces, Scott Kaminsky, Lilian Williams, Michelle Oak, Michelle Stillwagon, Nicole Ward, Board Meeting

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

Motion, seconded by Amanda Villaveces, carried. Jennifer Kendrick abstained from voting.

ADJOURN

A motion made by Scott Kaminsky to adjourn the meeting at 1:38 p.m. Motion, seconded by Lilian Williams, carried.



Jennifer Kendrick, LCSW, LMFT

Chair