

**KENTUCKY BOARD OF LICENSURE FOR MARRIAGE AND FAMILY THERAPISTS
MEETING MINUTES
March 19, 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 March 19, 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

Catherine Falconer, General Counsel
Lilly Coiner, Board Counsel

GUESTS

Amanda Brown

Dale Bertram

CALL TO ORDER

Michelle Oak called the meeting to order at 12:04 p.m.

MINUTES

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

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

A motion was made by Allison Hock Howell to approve the minutes with changes of the February 19, 2026, Board Meeting. Motion, seconded Susan Smith, carried.

A motion was made by Karen Sheets-Mobley to approve the minutes of the March 9, 2026, Regulation Meeting. Motion, seconded Allison Hock Howell, carried.

A motion was made by Amanda B. Villaveces to approve the minutes of the March 16, 2026, Regulation Meeting. Motion, seconded Allison Hock Howell, carried.

MONTHLY FINANCIAL REPORT

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

DPL UPDATE

Commissioner Lawson stated that HB459 was on the Senate Floor today.

Commissioner Lawson said they completing the interviews for the open positions.

LEGAL COUNSEL REPORT

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 Karen Sheets-Mobley, carried.

A motion was made by Jane Alexander to return to open session at 12:37 p.m.. Motion, seconded by Karen Sheets-Mobley, carried. No final action was taken in closed session.

LICENSURE STATUS REPORT

A Licensure Status Report dated March 17, 2026, was presented to the Board for review. The report showed there are currently 703 active licensed Marriage and Family Therapists along with 198 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:

- Supervision Log – no running totals, each page is an individual total
- There is no distinction of MFTA, you can only use Marriage and Family Therapist Associate
- There is no distinction LMFT-S.
- Application submissions need to be complete before the Board can review the application. This includes all dates, signatures, etc.
- When uploading files to eServices make sure they are named correctly.
- Post Approvals does not get submitted through your eServices. These have to be submitted to the Board for review outside of your renewal.

A motion was made by Jane Alexander to approve the MOA for Legal Services. Motion, second by Amanda B. Villaveces, carried.

A motion was made by Jane Alexander to approve the MOA for Department for Professional Licensing. Motion, seconded by Amanda B. Villaveces, carried.

A motion was made by Amanda B. Villaveces to approve AAMFT Candidate Supervisor Status to G.W.. Motion, seconded by Karen Sheets-Mobley, carried.

OLD BUISNESS

Commissioner Lawson stated that the HB634 is still working through process and just wanted the Board to be aware of the bill.

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: 7
Deferred: 2
Denied: 0

Continuing Education Applications:

Approved: 23
Deferred: 0
Denied: 6

Allison Hock Howell and Amanda B. Villaveces recused themselves from reviewing continuing education applications they were connected to.

COMPLAINT COMMITTEE

2022MFT00003 – close due to compliance with terms proposed

2025MFT00010 – dismiss due to lack of corroborating evidence

2025MFT00012 – dismiss to finding of no wrong doing

B.H. – send a cease and desist letter

Motion made by Complaints Committee presented by Legal Counsel to approve the recommendations. Motion, seconded by Karen Sheets-Mobley, carried.

TRAVEL AND PER DIEM

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

Michelle Oak – Travel for 03/19/26; per diem for 03/16/26, 03/19/26

Amanda Villaveces –per diem for 03/09/26; 03/16/26; 03/19/26

Allison Hock Howell – Travel for 03/19/26; per diem for 03/16/26; 03/19/26

Susan Smith – Travel for 03/19/26; per diem for 003/17/26; 03/19/26

Karen Sheets-Mobley – per diem for 03/19/26

Jane Alexander – per diem for 03/19/26

ADJOURN

Motion was made by Susan Smith to adjourn the meeting at 12:49 p.m. Motion, seconded by Amanda B. Villaveces, carried.



Michelle Ivy Oak, Chair