

**KENTUCKY BOARD OF
LICENSURE OF MARRIAGE AND FAMILY THERAPISTS
BOARD MEETING MINUTES
December 9, 2010**

December 9, 2010

Board Members Present:

Dr. Delbert Hayden
Ms. Stephanie Head
Ms. Jane Prouty
Ms. Sandy Miller

Occupations and Professions:

Frances Short, Executive Director
David Garr, Deputy Executive Director
Marcia Egbert, Board Administrator

Office of the Attorney General:

Michael West, Attorney sitting in for Angela Evans

Prior to the meeting Stephanie Head presented a clock to Delbert Hayden for his years of service on the Marriage and Family Therapy Board upon his retirement.

Call to order:

Ms. Stephanie Head, Board Vice Chair called the meeting to order at 9:40 a.m.

Approval of Minutes:

Delbert Hayden made a motion to approve the November 17 & 18, 2010 minutes with corrections. Jane Prouty seconded the motion. The motion carried.

Approval of Financial Statement:

Delbert Hayden made a motion to approve the financial statement. Sandra Miller seconded the motion. The motion carried.

Executive Director's report:

Ms. Short presented the Board with the Final Memorandum of Agreement with corrections made from last meeting between the Board and the Office of Occupations and Professions. Vice Chair Stephanie Head signed it in Tony Watkins absence.

Frances Short also informed the Board that she will be leaving Occupations and Professions and moving to a new position beginning December 16, 2010. She introduced David Garr as the Acting Executive Director. She expressed her pleasure of working with the MFT Board and wished everyone well. Ms. Short excused herself from the meeting.

Old Business:

- Letter to Licensees was presented. Several changes were discussed. Stephanie Head is going to consolidate the changes and make any corrections that were discussed. She will then send to Tony for final approval at which time it will be sent back to Marcia Egbert for distribution to the licensees.
- Changes to Website – Fees and Forms – Discussion followed on changes to some of the forms. Stephanie Head is going to put an e-mail out to all Board Members about raw data and how to log the data on the forms. She will then forward any changes to Marcia Egbert. Marcia Egbert will make the changes on the forms and submit them to Jeff Boler to be placed on the website.
- Follow-Up Report – Length of Associate Status – Tabled to next meeting.
- Follow-Up Report – CEU's for Associates to be added to requirements – Tabled to next meeting.
- Follow-Up Report – Limiting Supervisees to six (6) – Tabled to next meeting.
- Follow-Up Report – Parameters to exception to supervise more than six (6) – Tabled to next meeting.
- Follow-Up Report – Background Checks – Tabled to next meeting.
- Follow-Up Report – Decision on timeframe to take exam– Tabled to next meeting.
- Follow-Up Report – Regulation Changes– Tabled to next meeting.

New Business:

- **Will the Associate Renewal Fee paid be applied to the LMFT Fee due if the Associate is required to renew while waiting on exam scores?** Discussion followed. The Board came to the consensus that the laws and regulations speak for themselves and that the licensee must pay the fee for the Associate Renewal to continue to practice and once the exam scores are received and they become eligible to apply for their LMFT, they must pay the LMFT fee in full.
- **E-Mail from David Clapper – Question pertaining to Teletherapy:** Marcia Egbert is to respond to him and refer him to KRS 335.380. According to the statute, there is no prohibition on the use of teletherapy. You must maintain the requirements of the statute.
- **Retirement Letter from Delbert Hayden** – The Board accepted Dr. Hayden's letter of resignation from the Board.
- **E-Mail from Pamela Guerrero – MFT Approval for Cultural Competence in Clinical Practice** – The Board determined after review of the laws and regulations pertaining to CEU fees in 201 KAR 32:030, Section 7, that an application fee of \$25 must be paid for each continuing education application submitted by a sponsor each time the training is presented.
- **Letter from Tracy Lynn Karam and Dr. Michelle Johnson – Request to Waive requirements of CEU's for 2009** – Tabled to next meeting. Marcia Egbert to investigate phone log, e-mails, licensee file for information to verify that we requested her to submit verification of her circumstances from her doctor.

Complaints/Compliance/Other Legal Matters:

07-003 – LPC Board has not been able to file injunction

09-001 – Ongoing

09-005 – Ongoing

10-001 – Ongoing

A potential complaint was submitted to the Board. Jane Prouty made a motion to forward the matter to the LCSW Board and to send a letter to the person who sent the potential complaint requesting further information regarding whether the LCSW represented herself as a LMFT? Sandra Miller seconded the motion. The motion carried. The Board will revisit this issue at the next meeting.

Application Review:

Jane Prouty made a motion to accept all recommendations from the Applications Committee. Delbert Hayden seconded the motion. The motion carried.

Associates:

The following applications for Marriage and Family Therapist Associate were approved: *Desiree Brown-Daughtry, Brittani P. Hoyer, Rhea J. Caudill (upon receipt of \$175.00 license fee)*

The following applications for Marriage and Family Therapist Associate were deferred: *Pamela Hendricks (Pending official transcripts and \$25.00 licensure fee)*

The following applications for Marriage and Family Therapist Associate were reinstated:

The following contracts for Marriage and Family Therapist Associates Plan of Supervision were approved: *Karen Raby, Monica Hurt, Zachary Crouch*

The following Renewals for Marriage and Family Therapist Associates were approved: *Pauline Phillips, Lucie Erlebachova, Jennifer Curry Hoertz,*

The following Renewals for Marriage and Family Therapist Associates were denied: *Lete M. Ansera*

The following Renewal Audits for Marriage and Family Therapist Associate were approved with provisions: (Letter referring to 201 KAR 32:045 Section 3 (1A)):

LMFT:

The following applications for licensed Marriage and Family Therapist were approved: *Carla J. Combs, Sharon S. Shapanus*

The following application for licensed Marriage and Family Therapist was deferred: *Karen Knowles*

The following application for licensed Marriage and Family Therapist was denied: *None*

The following application for licensed Marriage and Family Therapist by endorsement was denied: *None*

The following Renewal Audits for Marriage and Family Therapist were approved: *Roger Dale Thompson, Victoria Hatfield, Maureen A. Walker, Anne Mason, E. Celeste Gorman, Michael B. Taylor, Elayne E. Roose, Melanie Arlisse Albin, Julie Hansen Ann Catherine Holloway, Anne Mason,*

The following Reinstatements for Marriage and Family Therapist were approved: *None*

Provider Applications Approved

Provider Application Approved with Provision

Provider Applications Deferred

Provider Applications Denied

Approval of Travel and Per Diem:

Jane Prouty made a motion to approve travel and per diem for members attending today's meeting. Sandra Miller seconded the motion. The motion carried.

Adjournment:

Stephanie Head moved to adjourn the meeting. With no further business brought before the Board, the meeting adjourned at 11:40 a.m

Respectfully Submitted

Marcia M. Egbert
Board Administrator