



Minnesota Board of Marriage and Family Therapy



Minutes of the Regular Board Meeting January 15, 2016

MEMBERS PRESENT:

John Seymour, Chair
Shonda Craft, Vice-Chair
Denny Morrow, Secretary
Mark Flaten
Katy Graves

MEMBERS ABSENT:

Herb Grant
Bruce O'Leary

STAFF PRESENT:

Jennifer Mohlenhoff, Executive Director

OFFICE OF THE MN ATTORNEY GENERAL:

Caitlin Grom, Assistant Attorney General
Brian Williams, Division Manager, Assistant Attorney General

GUESTS

Students
Sean McCarthy, Program Manager of the Criminal Background Check Unit (Presenter)

I. CALL TO ORDER

Chair John Seymour called the meeting to order at 9:35 a.m. in the University Room of the University Park Plaza Building, 2829 University Avenue SE, Minneapolis, MN.

II. CONSIDER AGENDA

Denny Morrow made a motion to approve the agenda as presented. Katy Graves seconded the motion. The motion passed.

III. INTRODUCTIONS

Introductions were made.

IV. APPROVAL OF MINUTES OF THE NOVEMBER 20, 2015 BOARD MEETING

Mark Flaten noted a correction to the draft minutes. Mark Flaten should be noted as absent from the November 20, 2015 meeting. With that correction noted, Mark Flaten made a motion to approve the minutes of the November 20, 2015 Board meeting as amended. Denny Morrow seconded the motion. The motion passed.

V. CRIMINAL BACKGROUND CHECK IMPLEMENTATION

Sean McCarthy, Program Manager of the Criminal Background Check Unit, gave an overview of Minnesota Statute 214.075, mandating that, by January 1, 2018, all Health Licensing Boards include a fingerprint-based background check as part of the licensure process for all new licensees. In addition, by January 1, 2017, the Health Licensing Boards together with the Department of Human Services, Bureau of Criminal Apprehension, and Department of Health, are required to submit a joint report to the legislature with recommendations and how to apply this law to the existing licensees.

VI. ADMINISTRATIVE REPORT

Members reviewed the Executive Director's Administrative Report as follows:

- Budget and Vendor Payment Reports were reviewed and approved.
- The report on applications approved by the Application Review Committee in November and December 2015 was provided to the Board.
- LAMFT and LMFT licenses issued in November and December 2015 were reviewed and approved by the Board.
- National Exam Score Report – Members reviewed and discussed national exam score reports for November and December 2015.
- LMFT License Renewal Update – Jennifer reported that LMFTs have until January 31, 2016 to renew with a late fee and those who don't renew will be expired. Jennifer stated that this is a continuing education reporting year which will be followed by an audit.

Jennifer reported the following renewal statistics:

- Eligible to renew: 2,000
 - Renewed to date: 97%
 - Renewed online: 97%
 - Voluntary expiration: 22
 - Emeritus status: 7
 - Deceased: 1
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- LAMFT License Renewal Update – Jennifer reported that the LAMFT January renewal has begun and she will give an update at the March Board meeting.

- Rule Revision Update – Jennifer reported that she has been notified by the Governor’s office that there are no objections or comments to the proposed rule revisions, which allows the Board to proceed with notification requirements and a hearing, with a goal of an adoption date of June 1, 2016.
- 2016 Legislative Update – Jennifer reported that she met with Chairs of the Senate and House Health & Human Services Finance Committees to discuss the Board’s critical funding needs for the current biennium and requested an increase of appropriations for FY 2016 and FY 2017. Jennifer stated she would be seeking authors for the emergency appropriation bill as well as filing documentations for inclusion in the Governor’s Supplemental Budget bill.
- AMFTRB National Exam ELL Special Arrangement update – Jennifer reported that she attended the AMFTRB Annual Meeting in September and was asked to be part of a task force to provide testing arrangements to ELL learners when taking the National Exam. Jennifer stated that with input from other task force members she crafted an ELL Special Arrangement Request form, which has been approved by AMFTRB for Minnesota to be the first implementer within the next three months.

VII. VARIANCES: #V-2015-037; #V-2015-039; #V-2015-040; #V-2016-01;

V-2015-037 – Members reviewed and discussed a request for electronic supervision in excess of 25%. Denny Morrow made a motion to approve up to 60 hours of electronic supervision. Katy Graves seconded the motion. The motion passed.

V-2015-039 - Members reviewed and discussed a request for extension of LAMFT licensure term Mark Flaten made a motion to approve this variance request. Shonda Craft seconded the motion. The motion passed.

V-2015-040- Members reviewed and discussed a request for electronic supervision (retroactive and proactive). Denny Morrow made a motion to approve this request for up to 50 hours of proactive electronic supervision, and to deny the request for retroactive supervision. Katy Graves seconded the motion. The motion passed.

V-2016-01- Members reviewed and discussed a request for electronic supervision (retroactive and proactive). Mark Flaten made a motion to approve this request for up to 50 hours of proactive electronic supervision, and to deny the request for retroactive supervision. Denny Morrow seconded the motion. The motion passed.

VIII. 2015 COMMITTEE STATISTICAL REPORTS

Jennifer reported the following Committee statistics:

a) Continuing Education:

- Program Sponsor Applications: 357
- Licensee Applications: 999

b) Application Committee:

- Applications for National Examination: 146
- 93 COAMFTE
- 69 Non-COAMFTE

-Reciprocity Applications: 22

-State Licensure Exam: 166

c) Oral Exam

190 exams were administered. 182 passed (96%); 8 failed (4%) Exams were administered on 25 different days by 49 2-person panels.

d) Complaint Panel

-Complaints received: 94

-Complaints closed: 64

-Public corrective or disciplinary actions approved by the Board: 13

IX. PUBLIC INPUT

There was no public input.

X. OTHER ITEMS / ANNOUNCEMENTS

APPLICATIONS COMMITTEE:

The Applications Committee met on November 20, 2015 and December 18, 2015.

- Applications approved for the State exam: 31

- Applications (Non-COAMFTE) approved for the national exam: 13

- Applications (COAMFTE) approved for the national exam by staff per Board policy: 29

- Applications approved for licensure by Reciprocity: 3

STATE EXAMINATIONS:

November 13, 2015:

13 applicants sat for the State exam. Upon successful completion, licenses were issued to the following:

1. Dickson, Mindy M.
2. Dupic, Steven R.
3. Graber, Pamela L.
4. Groshek, Ashley P.
5. Heide, Heather A.
6. Jensen, Katie L.
7. Kelly-Heigis, Joanna
8. Loaiza Tangarife, Diana M.
9. Moreland, Jennifer A.
10. Nelson, Jennifer L.
11. Schmidt, Brooke E.
12. Schmidt, Kelly A.
13. Starkey, Jocelyn F.

November 18, 2015:

Four (4) applicants sat for the State exam. Upon successful completion, licenses were issued to the following:

1. Anderson, Timothy J.
2. Hartzheim, Margaret K.
3. Miller, Daniel R.
4. Ward, Dana J.

December 16, 2015:

Four (4) applicants sat for the State exam. Upon successful completion, licenses were issued to the following:

1. Divine, Renee L.
2. Kleingarn, Mary E.
3. McElroy, Heidi L.
4. Turner, Cathy J.

December 18, 2015:

16 applicants sat for the State exam. Upon successful completion, licenses were issued to the following:

1. Anderson, Rita O.
2. Benesch, Timothy K.
3. Cosio, Laura M.
4. Hughes, Kristine M.
5. Johnson, Samantha "Sammi"
6. Kiel, Brittany D.
7. Lehrke, Allison R.
8. Miller, Megan L.
9. Myers, Nancy L.
10. Ordner, Randi J.
11. Pena, Christine I.
12. Peters, Amy M.
13. Stripling, Emily J.
14. White, Michelle

XI. PERSONNEL COMMITTEE – EXECUTIVE DIRECTOR REVIEW (CLOSED TO THE PUBLIC)

Jennifer Mohlenhoff left the room. In closed session, the Personnel Committee held discussion regarding Jennifer's performance review and recommendation of a salary increase. Denny Morrow made a motion to approve a salary increase as allowed by State contract. Shonda Craft seconded the motion. The motion passed.

XII. EXECUTIVE SESSION (Closed to the Public)

Members held discussion regarding a licensee who did not comply with a January 16, 2015 Stipulation &

Consent Order. Denny Morrow made a motion to rescind the January 16, 2015 Stipulation & Consent Order and to approve the new Stipulation & Consent Order, suspending the license for an indefinite period of time. Katy Graves seconded the motion. The motion passed.

XIII. ADJOURNMENT

Chair John Seymour adjourned the meeting at 12:00 p.m. on a motion by Denny Morrow and seconded by Shonda Craft. The motion passed.

I hereby attest that these minutes were read and approved by the Board of Marriage and Family Therapy on March 11, 2016.



Denny Morrow, Secretary