

# Minnesota Board of Marriage and Family Therapy



## Minutes of the Regular Board Meeting July 19, 2013

### **MEMBERS PRESENT:**

Denny Morrow, Vice Chair  
John Seymour, Secretary  
Shonda Craft  
Kay Ek  
Herb Grant  
Bruce O'Leary

### **MEMBERS ABSENT:**

Mark Flaten, Chair

### **STAFF PRESENT:**

Jennifer Mohlenhoff, Executive Director

### **GUESTS:**

Jennifer Coates, Attorney General's Office  
Sara Heinzen, St. Mary's University

## **I. CALL TO ORDER**

Vice Chair Denny Morrow called the meeting to order at 9:30 a.m., in the University Room of the University Park Plaza Building.

## **II. CONSIDER AGENDA**

The agenda was approved as presented.

## **III. INTRODUCTIONS**

Denny introduced Jennifer Coates from the Attorney General's Office.

## **IV. APPROVAL OF MINUTES OF THE MAY 17, 2013 BOARD MEETING**

Herb Grant made a motion to approve the minutes of the May 17, 2013 Board meeting as written. Kay Ek seconded the motion. The motion passed.

## **V. ADMINSTRATIVE REPORT**

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

- Budget and Vendor Payment Reports.
- Applications approved by the Application Committee in May and June, 2013.
- LAMFT and LMFT licenses issued in May and June, 2013.
- National Exam Score Report – Members reviewed a report of the exam administered in May/June, 2013.
- LAMFT Renewal (June 2013) - 158 LAMFTs were due to renew by June 30, 2013; 151 renewed, of which 128 renewed online, 23 paper renewals, one (1) voluntary expiration, and six (6) who are able to renew in July with a late fee.
- MFT Office move to 4<sup>th</sup> Floor - Jennifer reported that she will be signing a lease for the new office on 4<sup>th</sup> floor and anticipates a move-in date of mid-September.
- Rule Revision Update - Jennifer reported that a draft of the proposed rule revisions will go to Rule Committee members today with anticipation that feed-back and edits will occur in time to be on the September agenda for review by the full Board.
- Oral Exam Scheduling for August - Jennifer and members discussed scheduling of exam panels for exams to be administered in August.

## **VI. VARIANCES: #V-2013-022, V-2013-024, V-2013-025, V-2013-026**

V-2013-022 - Members reviewed and discussed a request for Board-approved supervisor status from an individual who does not qualify under Board requirements. John Seymour made a motion to deny the variance. Shonda Craft seconded the motion. The motion passed.

V-2013-024 - Members reviewed and discussed a request to extend an LAMFT term for one year. John Seymour made a motion to approve the variance. Herb Grant seconded the motion. The motion passed.

V-2013-025 - Members reviewed and discussed a request to extend an LAMFT term for one year. John Seymour made a motion to approve the variance. Herb Grant seconded the motion. The motion passed.

V-2013-026 - Members reviewed and discussed a request to extend an LAMFT term for one year. John Seymour made a motion to approve the variance. Herb Grant seconded the motion. The motion passed.

## **VII. COMMITTEE APPOINTMENTS**

Denny Morrow reported that Committee Appointments will continue in their current roles

## **VIII. AMFTRB ANNUAL MEETING ATTENDANCE**

Denny Morrow reported that Shonda Craft will represent the Board at the AMFTRB Annual Meeting in Portland, Oregon in October. Kay Ek made a motion to send a Board representative to the annual AMFTRB meeting. Bruce O'Leary seconded the motion. The motion passed.

## **IX. PUBLIC INPUT**

Sara Heinzen stated that she is in attendance at the Board meeting to represent St. Mary's University as the new MFT Program Director and plans to attend MFT Board meetings as often as possible.

## **X. OTHER ITEMS**

There were no other items to discuss.

### APPLICATIONS COMMITTEE:

The Applications Committee met on May 17, 2013, and June 21, 2013

- Applications approved for the State exam: 32
- Applications (Non-COAMFTE) approved for the national exam: 8
- Applications (COAMFTE) approved for the national exam: 11

### STATE EXAMINATIONS:

#### May 15, 2013:

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

1. Gebben, Amy
2. Goodchild, Elizabeth
3. Hansen, Jill
4. Joslin, Rachel
5. Kleinschmidt, Katie
6. Laidlaw, Alyson

7. Meissner, Kelly
8. Notch, Joy
9. Raines, Lisa
10. Ruchko, Olena
11. Williams, Raymond

June 13, 2013:

Three (3) applicants sat for the State exam. Upon successful completion, licenses were issued to the following:

1. Baker, Wendy
2. Jensen, Brandon
3. Schwab, Stephanie

June 21, 2013:

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

1. Anderson, Brooke
2. Atar, Dorit
3. Barnett, Sharon
4. Budge, Jean
5. Copeland, Kemisha
6. Fern, Bradley
7. Heintzelman, Breanna
8. Jass, Daniel
9. Kimman, Billie
10. Madson, Amy
11. McCarthy, Tammy
12. Pieper, Corey
13. Streitz, Kelly
14. Williams, Meghan

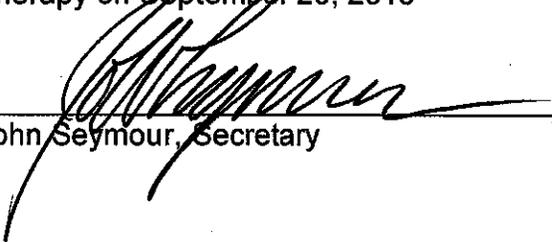
**XI. EXECUTIVE SESSION**

Members held discussion in regard to a Stipulation & Consent Order that has been executed by a licensee. Vice Chair and Complaint Panel member, Denny Morrow, recused himself from the motion. Secretary John Seymour asked for a motion to approve the Stipulation & Consent Order. Herb Grant made a motion to approve the Stipulation & Consent Order. Bruce O'Leary seconded the motion. The motion passed.

**XII. ADJOURNMENT**

Secretary John Seymour adjourned the meeting at 1:00 p.m. on a motion by Shonda Craft and seconded by Kay Ek. The motion passed.

I hereby attest that these minutes were read and approved by the Board of Marriage and Family Therapy on September 20, 2013

  
\_\_\_\_\_  
John Seymour, Secretary