Minnesota Board of Marriage and Family Therapy

Minutes of the Regular Board Meeting
July 18, 2014

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Mark Flaten
Katy Graves

STAFF PRESENT:

Jennifer Mohlenhoff, Executive Director

GUESTS:

Chris Parnell, Capella University

I. CALL TO ORDER

Chair John Seymour called the meeting to order at 9:30 a.m. in the University Room of the University Park Plaza Building.

II. CONSIDER AGENDA

Jennifer stated that two (2) additional variances have been added to the agenda. The agenda was approved.

III. INTRODUCTIONS

IV. APPROVAL OF MINUTES OF THE MAY 16, 2014 BOARD MEETING

Denny Morrow made a motion to approve the minutes of the May 16, 2014 Board meeting as written. Herb Grant 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 Review Committee in May/June 2014
- LAMFT and LMFT licenses issued – May/June 2014
- National Exam Score Report – May/June 2014
- LAMFT License Renewal (June 30, 2014) Jennifer reported that 185 LAMFT licensees were eligible for renewal and that 10 LAMFTs have not yet renewed but may renew with a late fee through July 31, 2014.
- OLA Audit – FY12/13/14- Jennifer reported that the Board's audit by the OLA has concluded and that when received, the final report will be provided to all Board members.

VI. VARIANCES: #V-2014-26; #V-2014-027; #V-2014-029; #V-2014-031; #V-2014-032; #V-2014-033

V-2014-026 - Members reviewed and discussed a request seeking supervisor status prior to meeting Board requirements. Herb Grant made a motion to approve this variance request. Denny Morrow seconded the motion. The motion passed.

V-2014-027 and V-2014-033 - Members held discussion regarding requests seeking to take the national exam more than 5 times. The following motion was made to address this issue:

Denny Morrow made a motion to create a policy that grants the Executive Director authority to grant permission to approve variance requests to take the exam over five, up to 8 times. Herb Grant seconded the motion. The motion passed.

V-2014-029 - Members reviewed and discussed a request seeking to count group supervision where the group number exceeds the maximum number of participants allowed by rule. Bruce O'Leary made a motion to deny this variance request. Herb Grant seconded the motion. The motion passed.

V-2014-031 - Members reviewed and discussed a request seeking approved supervisor status prior to meeting rule requirements. Denny Morrow made a motion to grant supervisory status at the date of three (3) years LMFT licensure. Shonda Craft seconded the motion. The motion passed.

V-2014-032– Members reviewed and discussed a request seeking approved supervisor status prior to meeting rule requirements. Denny Morrow made a motion to deny this variance request. Shonda Craft seconded the motion. The motion passed.

VII. HPSP DELEGATE & COMMITTEE APPOINTMENTS

Chair John Seymour announced the following Committee appointments:

Complaint Panel: Herb Grant & Denny Morrow
Application Committee: Bruce O'Leary, Shonda Craft & Katy Graves
Continuing Education Committee: Mark Flaten & Bruce O'Leary
Personnel Committee: John Seymour & Shonda Craft

Chair John Seymour appointed Katy Graves as HPSP Delegate. Denny Morrow will attend an upcoming HPSP meeting with Katy Graves and assist her with questions she may have.

VIII. 2015 & 2016 BOARD & COMMITTEE MEETING SCHEDULE ACTION ITEM: ADOPTION OF SCHEDULE

Members reviewed and discussed a proposed meeting schedule for 2015 and 2016.
Herb Grant made a motion to adopt the proposed schedule, with the change of the March 2016 meeting being moved to March 11th. Denny Morrow seconded the motion. The approved meeting schedule is attached to these minutes. The motion passed.

IX. PUBLIC INPUT

There was no public input.

X. OTHER ITEMS:

Jennifer reported that Board Member per diem payments have been increased to $75.00 effective August 1, 2014.

APPLICATIONS COMMITTEE:

The Applications Committee met on May 16th and June 20, 2014.

- Applications approved for the State exam: 26

- Applications (Non-COAMFTE) approved for the national exam: 7

- Applications (COAMFTE) approved for the national exam by staff per Board policy: 33

STATE EXAMINATIONS:

June 20, 2014:

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

1. Bengtson, Sarah
2. Bertelsen, Mark
3. Bjur, Heather
4. Cole, Bryan
5. Daugherty, Maureen
6. Lind, Martha

7. Maldonado, Carla
8. Matko, Ann
9. Merriman, Matthew
10. Morris, Teresa
11. O'Connor, Heather
12. Sayre, Nicole
13. Shaffer, Nicole
14. Trettel, Tyler
15. Van Anders, Rebecca

June 11, 2014:

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

1. Peterson, Scott
2. Schlichter, Jaclyn
3. Schwenke, Naomi

May 16, 2014:

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

1. Brown, Patricia
2. Grace, Marie
3. Petersen, Karie
4. Xiong-Her, Hua

May 14, 2014:

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

1. Ault, Kurtis
2. Born, Staci
3. Bostrom, Jared
4. Dahl, Amy
5. Krull, Anna
6. Prendi, Elizabeth
7. Rinder, Jennifer
8. Shellum, Breanna
9. Wicklund, Kris
10. Wiltzius, Abbey
11. Witasek, Darci

XI. EXECUTIVE SESSION (Closed to the public)

Members reviewed and discussed a Stipulation that was executed by applicant Maria Vazquez-Calatayud. Herb Grant made a motion to approve the Stipulation. Bruce O'Leary seconded the motion. The motion passed.

Members reviewed and discussed four (4) cases in which continuing education compliance issues were discovered and brought to the Complaint Panel. The Complaint Panel's recommendation for each of the four cases is a $500.00 Civil Penalty. Herb Grant made a motion that the Board approve the stipulations for the following licensees: Mary Tacker, Judith Lies, Bonita Lloyd, and CathrynTaylor. Denny Morrow seconded the motion. The motion carried.

Chair John Seymour presided in the matter of Duane Hackbarth, LMFT, License number 1841, who notified the Board that he would not be complying with the September 20, 2013 Stipulation that placed his license on stayed suspension. Advising attorney to the Board, Greg Schaefer, made introductions and gave preliminary instructions to the Board. Complaint Panel members, Herb Grant and Denny Morrow, and Attorney for the Complaint Panel, Jennifer Coates, presented the Panel's recommendation for license revocation. Neither the respondent nor a representative for respondent was present. Following the Panel's argument, Greg Schaefer read instructions to the Board. The complaint panel and panel's attorney excused themselves from the room while the Board deliberated on the case. Following deliberations, the Board voted to revoke respondent's license effective immediately.

XII. ADJOURNMENT

The Board reconvened following the closed executive session. Chair John Seymour adjourned the meeting at 12:00 p.m. on a motion by Denny Morrow and seconded by Herb Grant. The motion passed.

I hereby attest that these minutes were read and approved by the Board of Marriage and Family Therapy on October 3, 2014.

Denny Morrow, Secretary

Minnesota Board of Marriage and Family Therapy

To: MFT Board Members

From: Jennifer Mohlenhoff, Executive Director

Date: July 18, 2014

RE: 2015-2016 meeting schedule / Adopted by the Board July 18, 2014

Board Meetings:

9:30 a.m. *3rd Friday of the month (*except March 2015 & March 2016)*

January 16, 2015
March 27, 2015* (*4th Friday)*
May 15, 2015
July 17, 2015
September 18, 2015
November 20, 2015

January 15, 2016
March 11, 2016* *(2nd Friday)*
May 20, 2016
July 15, 2016
September 16, 2016
November 18, 2016

State License (Oral) Examinations:

9:30 a.m. *Wednesday of Board meeting week*

January 14, 2015
March 25, 2015
May 13, 2015
July 15, 2015
September 16, 2015
November 18, 2015

9:30 a.m. *3rd Friday of month (no Board meeting)*

February 20, 2015
April 17, 2015
June 19, 2015
August 21, 2015
October 16, 2015
December 18, 2015

9:30 a.m. *Wednesday of Board meeting week*

January 13, 2016
March 9, 2016
May 18, 2016
July 13, 2016
September 14, 2016
November 16, 2016

9:30 a.m. *3rd Friday of month (no Board meeting)*

February 19, 2016
April 15, 2016
June 17, 2016
August 19, 2016
October 21, 2016
December 16, 2016

Application Review Committee:

8:30 a.m. *3rd Friday of the month (*except March 2015)*

January 16, 2015
February 20, 2015
March 27, 2015* (4th Friday)
April 17, 2015
May 15, 2015
June 19, 2015
July 17, 2015
August 21, 2015
September 18, 2015
October 16, 2015
November 20, 2015
December 18, 2015

8:30 a.m. *3rd Friday of the month (*except March 2016)*

January 15, 2016
February 19, 2016
March 11, 2016* (2nd Friday)
April 15, 2016
May 20, 2016
June 17, 2016
July 15, 2016
August 19, 2016
September 16, 2016
October 21, 2016
November 18, 2016
December 16, 2016

Complaint Panel:

Schedule to be determined by panel members.

Continuing Education Committee:

CE application review handled electronically by committee.

Personnel Committee:

Schedule to be determined by committee members.

Rules Committee:

Schedule to be determined by committee members.