



Minnesota Board of Marriage and Family Therapy



Minutes of the Regular Board Meeting October 3, 2014

MEMBERS PRESENT:

Shonda Craft, Vice-Chair
Denny Morrow, Secretary
Mark Flaten
Bruce O'Leary
Herb Grant
Katy Graves

MEMBERS ABSENT:

John Seymour, Chair

STAFF PRESENT:

Jennifer Mohlenhoff, Executive Director

GUESTS

Students

I. CALL TO ORDER

Vice-Chair Shonda Craft called the meeting to order at 9:30 a.m. in the Board of Psychology Conference Room, 3rd Floor, University Park Plaza Building.

II. CONSIDER AGENDA

The agenda was approved as presented.

III. INTRODUCTIONS

Introductions were made. Members welcomed new public member, Katy Graves.

IV. APPROVAL OF MINUTES OF THE JULY 18, 2014 BOARD MEETING

Herb Grant made a motion to approve the minutes of the July 18, 2014 Board meeting as amended. Denny Morrow seconded the motion. The motion passed.

V. ADMINSTRATIVE REPORT

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

- Budget and Vendor Payment Reports were reviewed and approved.
- Applications approved by the Application Review Committee in July/August 2014
- LAMFT and LMFT licenses issued (July/August 2014) were reviewed and approved.
- National Exam Score Report – August/September 2014
- Board and Staff Contact information – Jennifer requested that members review an updated roster and to let her know if there are changes to be made. It will then be distributed electronically to Board members and staff.
- AMFTRB test administrator contract change – AMFTRB will change exam administrators effective January 2015. Professional Testing Corporation will be the new administrator of the national exam.
- LMFT License Renewal – Open November 17, 2014 – Jennifer reported that the anticipated start date for LMFT online license renewal is November 17, 2014.

New Licensing Database Rollout – October/November 2014 – Jennifer reported that transition is underway to an updated conversion of the Board's current licensing database which will enhance tracking, monitoring, and communication with applicants and licensees.

- Rule Revision Update – Jennifer reported that she has received a Reviser's draft of the proposed rule revision and that she has notified and provided the draft to the Governor's Office. Staff at the Governor's Office will review it and advise if there are concerns or comments.
- ED Performance Appraisal – distribution - Jennifer asked that members take with them and complete the ED Performance Appraisal form and mail it directly to Chair John Seymour.
- Collaborative Meeting – September 2014 – Jennifer reported that she attended the MAMFT Collaborative meeting and provided the Board with a MAMFT Committee report on Supervision.
- HPSP statistics report (September 2014) - Members reviewed a monthly case allocation report. Jennifer reported that there were no new actions or new program participation agreements signed.
- HPSP Strategic Planning Team – Jennifer reported that she has been asked to serve on the team as the Small Board representative. HPSP's plan is to meet the needs of all of the Boards that require HPSP's services. The Board was provided with a HPSP Strategies and Priorities draft document.

VI. VARIANCES: #V-2014-035; #V-2014-036; #V-2014-038; #V-2014-039

V-2014-035 - Members reviewed and discussed a request seeking supervisor status prior to meeting minimum requirements. Denny Morrow made a motion to approve this variance request. Bruce O'Leary seconded the motion. The motion passed.

V-2014-036 - Members reviewed and discussed a request for supervision for purposes of licensure by a non-LMFT. Bruce O'Leary made a motion to deny this variance request. Mark Flaten seconded the motion. The motion passed.

V-2014-038 - Members reviewed and discussed a request for supervision for purposes of licensure by an Iowa LICSW who had been approved to provide supervision for purposes of licensure to the applicant in Iowa. Mark Flaten made a motion to approve this variance request. Denny Morrow seconded the motion. The motion passed.

V-2014-039 - Members reviewed and discussed a request for supervision for purposes of licensure by a non-LMFT. Herb Grant made a motion to deny this variance request. Bruce O'Leary seconded the motion. The motion passed.

VII. AMFTRB ANNUAL MEETING – Report from attendees: BMFT Delegate Bruce O'Leary; AMFTRB President Herb Grant; and AMFTRB Secretary Shonda Craft

Bruce O'Leary, Herb Grant, and Shonda Craft reported on the Annual AMFTRB Meeting which they attended in September 2014. Bruce O'Leary reported that the main issues discussed by State delegates included: Rights of MFTs to diagnose; teletherapy; lack of approved and accessible MFT supervisors; FBI background checks and fingerprinting; Medicare coverage; releasing national exam scores to graduate schools; supervisor responsibilities; changes in continuing education requirements; termination of supervision contracts; license requirements; dual relationships in rural areas; portability concerns; establishment of Code of Ethics; licensure applicants from California; implementation of the new exam service Professional Testing Corporation (PTC). Members held further discussion in regard to teletherapy.

VIII. ACTION ITEM: Zero Tolerance to Workplace Violence Policy

Jennifer reported that Minnesota Statute 15.86 requires all state entities to adopt a Zero Tolerance of Workplace Policy. Members reviewed a model State Workplace Violence Policy. Denny Morrow made a motion to adopt the policy as presented. Herb Grant seconded the motion. The motion passed.

IX. ACTION ITEM: Delegated authority to Executive Director to approve & implement Payment plans

Jennifer reported that Minnesota Statute 148B.175 gives the Board authority to impose a civil penalty upon an applicant or licensee. These individuals may seek to make payment under an approved payment plan. Herb Grant made a motion to delegate to the Executive Director the authority to approve and implement a civil penalty payment plan after the Board has imposed a civil penalty upon a licensee or applicant. Bruce O'Leary seconded the motion. The motion passed.

X. ACTION ITEM: Delegated authority to Complaint Panel to temporarily suspend license

Members reviewed new Statutory language in Minn. Stat. 148B.175, subd. 7 and Minn. Statute 214.077. Denny Morrow made a motion to delegate to a member of the Complaint Review Panel the authority to temporarily suspend a license pursuant to Minn. Statute 148B.175, subd. 7 or Minn. Statute 214.077. Herb Grant seconded the motion. The motion passed.

XI. DISCUSSION: Public Dissemination of Disciplinary and Corrective Actions (Complaint Panel Item)

Jennifer reported that the all Health Licensing Boards are required by Statute to disseminate information at least once a year on all disciplinary and public actions taken by the Board with respect to a licensee or applicant of the Board. Jennifer stated that the Board meets this Statutory requirement by posting all public and disciplinary actions on the Board's website enabling them to be viewed by the public. Complaint Panel members Herb Grant and Denny Morrow discussed other possible medias such as an annual press release to alert the public of disciplinary actions. Herb Grant made a motion to create a policy that requires an annual press release of all public actions. Denny Morrow seconded the motion. The motion passed.

XII. 2015 Legislative Session – budgetary and policy change items

Jennifer gave an overview of budgetary policy change items and reported that she is seeking increased spending authority for ongoing IT technology needs, Board and staff development, Board trainings for licensees, Attorney General costs, and full funding of current ED staff and part-time staff salaries.

XIII. PUBLIC INPUT

There was no public input.

XIV. OTHER ITEMS/ANNOUNCEMENTS

APPLICATIONS COMMITTEE:

The Applications Committee met on July 18 and August 15, 2014.

- Applications approved for the State exam: 19
- Applications (Non-COAMFTE) approved for the national exam: 12
- Applications (COAMFTE) approved for the national exam by staff per Board policy: 18

STATE EXAMINATIONS:

July 16, 2014:

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

1. Barganz, Lindsay
2. Carter, Kimberly
3. Crawford, Theresa
4. Groen, Anna
5. Groen, Cameron
6. Gruska, Alex
7. Hanson, Carrie
8. Johnson, Allison
9. Laaser, Debra
10. Pfister, Jamie

August 15, 2014:

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

1. Burk, Tara
2. Lewis, Melissa
3. McGee, Sara R.
4. Palmer, Noelle E.

August 19, 2014:

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

1. Durant, Lauren
2. Kirby, Jon D.
3. Monseth, Benjamin G.

Mark Flaten made a motion to recess the public portion of the Board meeting and reconvene in closed session. Katy Graves seconded the motion. The motion passed.

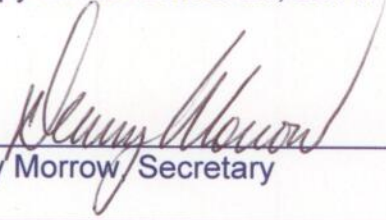
XV. EXECUTIVE SESSION (Closed to the public)

Members reviewed and discussed a \$500.00 Civil Penalty Fee Stipulation Consent Order against a licensee who was not in compliance with the continuing education audit requirement. Bruce O'Leary made a motion to approve the Civil Penalty Fee of \$500.00 and Stipulation Consent Order. Herb Grant seconded the motion. The motion passed. Jennifer reported that licensees who have issues with a continuing education audit will automatically be audited again in the next reporting period.

XVI. ADJOURNMENT

The Board reconvened following the closed executive session. Vice-Chair Shonda Craft 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 November 21, 2014.



Denny Morrow Secretary