

Minutes of the Regular Board Meeting
September 20, 2013

MEMBERS PRESENT:

Mark Flaten, Chair
Denny Morrow, Vice Chair
John Seymour, Secretary
Shonda Craft
Herb Grant

MEMBERS ABSENT:

Kay Ek
Bruce O'Leary

STAFF PRESENT:

Jennifer Mohlenhoff, Executive Director

GUESTS:

Jennifer Coates, Attorney General's Office
Student from St. Mary's University

I. CALL TO ORDER

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

II. CONSIDER AGENDA

Mark Flaten stated that he will give a Continuing Education Committee report and Denny Morrow will give a Personnel Committee Report. Jennifer stated that the Rules will also be discussed under Committee Reports

III. INTRODUCTIONS

IV. APPROVAL OF MINUTES OF THE JULY 19, 2013 BOARD MEETING

Denny Morrow made a motion to approve the minutes of the July 19, 2013 Board meeting as written. Shonda Craft 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 July and August, 2013.
- LAMFT and LMFT licenses issued in July and August, 2013.
- National Exam Score Report – Members reviewed a report of the exam administered in May/June, 2013.
- LMFT License Renewal – The LMFT license renewal will open on November 13, 2013. Postcard notices will be mailed and information will be posted to the Board's website.
- MFT Office move to 4th Floor - Jennifer reported that construction work is expected to be completed next week and the anticipated move-in date to the new office will be toward the middle of October.
- Exam Administrators – Jennifer reported that Roger Ballou is no longer able to serve as an exam administrator.
- HPSP Statistics Report (August 2013) – Jennifer gave a report on MFT statistics with HPSP.
- Jennifer reported that she visited the Minnesota State University Mankato campus with Board member John Seymour for an MAMFT SOS (Session on Saturday) meeting and addressed student questions regarding MFT licensure and the national exam.
- Jennifer reported that she attended a quarterly meeting of the Collaborative group composed of members from the regulatory Board, graduate schools, and MAMFT.
- Jennifer reported that she recently had the opportunity to meet with a committee of the AMFTRB who were in town.

VI. VARIANCES: #V-2013-034, V-2013-035, V-2013-036, V-2013-038

V-2013-034 - Members reviewed and discussed a request to take the national exam an 8th time. John Seymour made a motion to approve the variance. Denny Morrow seconded the motion. The motion passed

V-2013-035 - Members reviewed and discussed a request for Board-approved supervisor status. Herb Grant made a motion to table this request and request additional information. Denny Morrow seconded the motion. The motion passed.

V-2013-036 - Members reviewed and discussed a request for Board-approved supervisor status. John Seymour made a motion to deny the request. Herb Grant seconded the motion. The motion passed.

V-2013-038 - Members reviewed and discussed a variance to take the exam a 7th time. Shonda Craft made a motion to approve the variance. John Seymour seconded the motion. The motion passed.

VII. LICENSE RENEWAL – CE REPORTING AT TIME OF RENEWAL

Members reviewed a memo addressing a proposed change to reporting of continuing education at time of license renewal. Licensees will be required to attest to completion of required CE hours rather than providing specific course information. Herb Grant made a motion to approve the concept of doing attestation of CE hours. Denny Morrow seconded the motion. The motion passed.

Members requested Jennifer to include a statement regarding wrongful reporting of continuing education hours will result in disciplinary action.

VIII. COMMITTEE REPORTS

Continuing Education Committee - Mark Flaten reported that Bruce O'Leary is appointed to the Committee, taking the place of Kay Ek.

Personnel Committee – Denny Morrow reported that the current biennium budget enables the Board to increase the Executive Director from .6 time to .75 time, and to hire a .5 Office and Administrative Specialist.

Rules Committee – Jennifer reported that the Committee has reviewed and agreed upon a draft rule provision of all provisions except the Code of Ethics. A copy of the revisions was given to the full Board for review and comment, with the anticipation that at the November meeting the Board will be in a position to vote to approve the draft revision and move forward with the notice, distribution, and comment period.

IX. 2014 BOARD & COMMITTEE MEETING SCHEDULE

Members reviewed a proposed list of 2014 Board meeting and Committee meeting dates. Shonda Craft made a motion to adopt the schedule with a change noted to the March 21st Board meeting date changed to March 28th. Herb Grant seconded the motion. The motion passed.

X. PUBLIC INPUT

There was no public input.

XI. OTHER ITEMS / ANNOUNCEMENTS

APPLICATIONS COMMITTEE:

The Applications Committee met on July 19, 2013 and August 16, 2013

- Applications approved for the State exam: 24
- Applications (Non-COAMFTE) approved for the national exam: 14
- Applications (COAMFTE) approved for the national exam: 15

STATE EXAMINATIONS:

July 17, 2013:

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

1. Cook, Amanda
2. Eicholtz, Erin
3. Kayama, Yumi
4. Lamp, Charles
5. McNeill, Jennifer
6. Miller, Jennifer
7. Parker, Patrick
8. Royster, Elizabeth
9. Swanson, Farren
10. Vickman, Jeanette
11. Wojtanowicz, Marla

August 16, 2013:

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

1. Anderson, Shereen
2. Doberstein, Alyssa
3. Hogen, Victoria

4. Kruse, Jonathan
5. Manthei, Jessica
6. Nelson, Barbara
7. Pavek, Katie
8. Will, Annie

August 14, 2013:

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

1. Finlo, Christina
2. Hurley, Daniel
3. Love, Julianne
4. O'Keefe, Laura

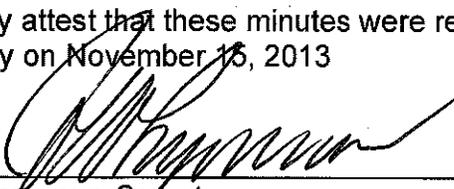
XII. EXECUTIVE SESSION (CLOSED TO THE PUBLIC)

Members held discussion in regard to a Stipulation & Consent Order that has been executed by a licensee. Shonda Craft made a motion to approve the Stipulation & Consent Order. John Seymour seconded the motion. The motion passed.

XIII. ADJOURNMENT

Chair Mark Flaten adjourned the meeting at 12:00 p.m. on a motion by John Seymour 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 November 15, 2013



John Seymour, Secretary