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3 **State of Alaska**
4 **DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT**
5 **DIVISION OF CORPORATION, BUSINESS AND PROFESSIONAL LICENSING**
6 **BOARD OF MARITAL AND FAMILY THERAPY**
7 **Minutes of the meeting October 13, 2025**

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9 By the authority of AS 08.01.070(2) and AS 08.63.030, and in compliance with the provisions of AS
10 44.62, Article 6, a scheduled meeting of the Board of Marital and Family Therapy originated from
11 Anchorage. This meeting was held via Zoom.

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13
14 The Chair called meeting to order at 9:20 am.

15
16 **Agenda Item - Roll Call**

17
18 **Board Members Present Constituting a Quorum**

19 Noah Shields, Chair

20 Shawnmarie Carpenter

21 Chantal Cohen

22
23 **Division Staff Present**

24 Amberly Northcutt, Occupational License Examiner 3

25 Alyssa Castles, Occupational License Examiner 3

26 Jeanne Pace, Program Coordinator 1

27
28 **Board Members Absent**

29 Kayla Green

30
31 **Members of Public Present**

32 Kelsey Fox

33
34 Chair called for brief at ease

35 Off record 9:21am

36 On record 9:24am

37

38

39 **Agenda Item - Review/Approve Agenda**

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41 **In a motion duly made by Shawnmarie Carpenter, seconded by Chantal Cohen with unanimous**
42 **consent, it was resolved to accept the October 13th agenda as presented.**

Board Member	Approve	Deny	Recuse	Absent
Noah Shields, Chair	X			
Shawnmarie Carpenter	X			
Chantal Cohen	X			
Kayla Green				X

43

44 **Agenda Item - Ethics Disclosure**

45 Noah Shields, Chair, requested ethics disclosures from all board members. The Board had no
46 ethics disclosures to report.

47

48 **Agenda Item – Public Comment**

49 Kelsey Fox inquired about meeting minutes. The division provided information about meeting
50 minutes that are available on the website.

51

52 **Agenda Item – Division Report**

53 **a. Quarterly Report FY25 Quarter 3:** Melissa Dumas reviewed the third quarter report. She
54 reviewed revenue, expenditures, indirect expenditures, and license count.

55

56 **Agenda Item - Investigations**

57 **a. Investigative Report:** Jasmin Bautista presented the Investigative Report from May 2nd
58 through September 30th. This period has 5 open cases, and 2 cases closed this period.

59

60 **Agenda Item – Regulations**

61 **a. Administrative Order Update:** Jeanne reviewed orders to reduce fees and streamline
62 regulations without compromising public safety.

63 **b. Regulation Changes: The Board agreed to the following regulation actions:**

64 **a.** Remove authorization for release of records.

65 **b.** Remove the requirement for the jurisprudence questionnaire for credential
66 applicants.

67 **c.** Remove the notary requirement.

68 **d.** Remove the requirement to provide the following at the time of renewal: sponsoring
69 organization, location of course, title, brief description, instructor, dates, and number
70 of hours claimed.

71 **e.** Remove 12 AAC 19.405 (Eligibility to practice teletherapy).

72 **f.** Add/consider 4 hours of teletherapy CEUs for all licensees, including supervisors
73 with license types other than LMFT.

74 **g.** Add/consider verification of licenses from all U.S. jurisdictions for applications by
75 exam.

76 **h.** Add “substantially” equivalent.

- 77 i. Add/consider 6 CEUs of training related to domestic violence for credential
- 78 applicants.
- 79 j. Accept supervision from out of state.
- 80 k. Add/consider renewal requirements for supervisor certifications and clarifying
- 81 language for lapsing vs expiring.
- 82 l. Add/consider 2 hours of teletherapy CEUs at renewal.
- 83 m. Reduce CEUs for licensed less than 12 months to six (6) hours: ethics, additions,
- 84 cross-cultural education.
- 85 n. Remove board review of reinstatements delegated to the division.
- 86 o. Submit a recommendation to CBPL that a cost-saving measure would be a
- 87 composite mental health board.

88
 89 Off record: 10:36am
 90 On record: 10:43am

91
 92 **Agenda Item – New Business**

- 93 a. **SCRA Ballot – Division Update (Amberly Northcutt):** Discussed the federal requirement
- 94 for approving Federal Service Members Civil Relief Act, SCRA, ballots, provided that all
- 95 requirements are met. The board agreed to delegate the approval process to the division to
- 96 expedite this process.

97 **In a motion made by Shawnmarie Carpenter, seconded by Chantal Cohen, in unanimous**
 98 **consent, it was resolved to allow licenses applied for under the Federal Service Members Civil**
 99 **Relief Act’s (SCRA) licensure portability laws to be reviewed, approved, and issued by the**
 100 **division, rather than by the board, in order to comply with federal law requiring expediency**
 101 **and due to the fact that the board’s authority and requirement to approve and issue licenses is**
 102 **under Alaska Statute Title 8, rather than federal law. Once licenses are issued pursuant to the**
 103 **SCRA, these licensees will be subject to the requirements of Title 8 of Alaska Statutes and**
 104 **subject to the board’s authority, same as all other Alaska professional licenses under the**
 105 **board’s jurisdiction.**

Board Member	Approve	Deny	Recuse	Absent
Noah Shields, Chair	X			
Shawnmarie Carpenter	X			
Chantal Cohen	X			
Kayla Green				X

- 106
- 107 b. **Random Audit Form:** Random audit form was presented to the board and no edits were
- 108 suggested.

- 109 c. **Board Correspondence:**

- 110 a. **Colorado Christian University Licensure Eligibility:** Board requested course
- 111 descriptions.
- 112 b. **Adjunctive and Integrated Use of Complementary and Alternative**
- 113 **Interventions:** Scope of practice is defined by practitioner education and training.

114
 115 **Agenda Item – New Business**

116 c. **Schedule Future Meetings:** January 5th, 9am – 2pm

117

118 **In a motion duly made by Chantal Cohen, seconded by Shawnmarie Carpenter with unanimous**
119 **consent, it was resolved to adjourn at 11:18am.**

Board Member	Approve	Deny	Recuse	Absent
Noah Shields, Chair	X			
Shawnmarie Carpenter	X			
Chantal Cohen	X			
Kayla Green				X

120

121 Off record: 11:18am

122

Date Final Minutes Approved by the Board:	10/31/2025
<input type="checkbox"/> Meeting X Onboard	

123