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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 January 5, 2026**

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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.  
12  
13

14 The Chair called meeting to order at 9:00 am.  
15

16 **Agenda Item - Roll Call**

17 **Board Members Present Constituting a Quorum**

18 Noah Shields, Chair

19 Shawnmarie Carpenter

20 Chantal Cohen  
21

22 **Division Staff Present**

23 Amberly Northcutt, Occupational License Examiner 3

24 Alyssa Castles, Occupational License Examiner 3

25 Jeanne Pace, Program Coordinator 1

26 Stefanie Davis, Regulations Specialist 2

27 Sylvan Robb, Division Director

28 Billy Homestead, Investigator 3  
29

30 **Board Members Absent**

31 Kayla Green  
32

33 **Members of Public Present**

34 Clara Cox

35 Kelsey Fox  
36

37 **Agenda Item - Review/Approve Agenda**  
38

In a motion duly made by Shawnmarie Carpenter, seconded by Chantal Cohen with unanimous consent, it was resolved to accept the January 5th agenda as presented.

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

**Agenda Item - Ethics Disclosure**

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

**Agenda Item – Public Comment**

No public comment.

**Agenda Item – Division Update**

- a. **AO 360:** Sylvan Robb emphasized the mission and intent of Governor Dunleavy's Administrative Order 360
- b. **FY25Q4 Fiscal Report:** Sylvan Robb reviewed the fourth quarter report. She reviewed revenue, expenditures, indirect expenditures, and license count.

**Agenda Item - Investigations**

- a. **Investigative Report:** Billy Homestead presented the Investigative Report from 10/31/25 through 12/30/25. This period has 3 open cases and 2 cases closed.

Off record 10:36am

On record 10:41am

**Agenda Item – Regulation Discussion and Recommendations**

- a. **AO 360:** Jeanne Pace reviewed the division's recommendations for compliance with AO 360. The board discussed and voted on which recommendations to send to the Governor.

In a motion duly made by Chantal Cohen, seconded by Shawnmarie Carpenter with unanimous consent, it was resolved to submit the reform plan list of regulations discussed today to the Governor's office.

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

**Agenda Item – New Business**

- a. **Board Correspondence**

**b. Schedule Future Meetings:** Monday, April 13

**c. Annual Report Updates:** Board chair requested each board member to contribute to the report. Amberly to send reminder in March.

**In a motion duly made by Shawnmarie Carpenter, seconded by Chantal Cohen with unanimous consent, it was resolved to adjourn the meeting at 12:17PM.**

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

Off record: 12:18pm

Date Final Minutes Approved by the Board:	
<input type="checkbox"/> Meeting <input checked="" type="checkbox"/> Onboard	01/23/2026