

State of Alaska  
Department of Commerce, Community and Economic Development  
Division of Corporations, Business and Professional Licensing

**BOARD OF MARITAL AND FAMILY THERAPY**

**MINUTES OF THE MEETING**

Friday, January 29<sup>th</sup>, 2015

By authority of AS 08.01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a scheduled meeting of the Board of Marital and Family Therapy was held on Friday, January 29<sup>th</sup>, 2015 beginning at 9:28 a.m. The meeting was held at the State Office Building, 333 Willoughby Ave, 9<sup>th</sup> Floor, Conference Room A in Juneau, Alaska.

**Agenda Item 1    Call to Order/Roll Call        Time: 9:28 a.m.**

Chair, Leon Webber was absent due to illness. The meeting was called to order by Acting Chair, Linda King at 9:28 a.m.

Board Members Present, constituting a quorum:

Father John Downing, Public Member  
Linda King, Licensed Marital and Family Therapist, (*Acting Chair*)  
Kennith McCarty, Licensed Marital and Family Therapist  
JoAnn Young, Public Member

Attending from the Division of Corporations, Business and Professional Licensing were:

Laura Carrillo, Licensing Examiner  
Martha Hewlett, Administrative Officer  
Michele Wall-Rood, Investigator (*via telephone*)

Present from the Public:

Dixie Hood, Licensed Marital and Family Therapist

**Agenda Item 2    Review Agenda        Time: 9:29 a.m.**

The Board reviewed the agenda. After discussion with Linda King and Joann Young, Kennith McCarty suggested adding an update of letters to Correspondence, Agenda Item 12.

**On a motion duly made by Ken McCarty, seconded by John Downing, and approved unanimously, it was**

**RESOLVED to accept the amended agenda.**

**Agenda Item 3      Review Minutes                      Time: 9:33 a.m.**

Ken McCarty addressed page 7 from the meeting minutes of October 30<sup>th</sup>, 2014, and advised Laura Carrillo that WAMFT should be changed to AKAMFT. Mr. McCarty then addressed the discussion under Agenda Item 12, Budget Report/Division Updates, in which he expressed to Ms. Carrillo the need to add into the discussion the following details:

*“Ken McCarty also addressed a concern of the Board regarding decreased performance and quality by the Division, for example: lost letters, not yet implementing the supervision from, and increased fees.”*

To add to this discussion, Mr. McCarty stated that these concerns are not necessarily reflected on the examiner, but on the Division as a whole. Ms. Carrillo advised the Board that these concerns may be expounded upon during Agenda Item 10, Budget Report/Division Update. Ms. Carrillo reminded the Board that their opportunity to provide feedback on the meeting minutes is when the examiner sends draft minutes for review via-email. Ms. Carrillo also addressed corrections to names and times on the last meeting minutes on pages 7 and 3.

**Task:**

Laura Carrillo will correct the MFT acronym to distinguish the Alaska chapter.

**Task:**

Laura Carrillo will edit page 11 of the October 30<sup>th</sup>, 2014 meeting minutes to reflect a more complete discussion of the Board’s concerns.

**On a motion duly made by Fr. John Downing, seconded by JoAnn Young, and approved unanimously, it was**

**RESOLVED to amend pages 3, 7, and 11 of the meeting minutes of October 30<sup>th</sup>, 2014.**

**Agenda Item 4      Ethics Report                                      Time: 9:33 a.m.**

There were no ethics violations to report. Ms. Carrillo advised the Board that she had included a packet insert of ethics information obtained from the Boards and Commissions

Manual, and to review them at a later time. Ms. Carrillo distributed folders to the Board for meeting hand-outs and loose documents.

**Agenda Item 5     Investigative Report                     Time: 9:41 a.m.**

*Michele Wall-Rood joined the meeting telephonically at 9:42 a.m.*

Ms. Carrillo distributed a hand-out of Ms. Wall-Rood's investigative report. Ms. Wall-Rood presented her investigative report, which included activity from October 1<sup>st</sup>, 2014 thru January 13<sup>th</sup>, 2015. Ms. Wall-Rood informed the Board that 3 matters—either intake matters, complaints or cases—had opened; one had closed, and the remaining 2 are still open for review. Linda King and Mr. McCarty inquired about the investigative process. Mr. McCarty inquired about investigative issues, to which Ms. Wall-Rood discussed counseling on children and the importance of establishing parental consent agreements. Ms. Wall-Rood also explained the Board's allowable involvement in investigative matters and asserted that only information regarding *how* a case is closed can be available for disclosure.

*Michele Wall-Rood left the meeting telephonically at 9:54 a.m.*

**Agenda Item 6     Board Business                                     Time: 9: 55 a.m.**

Applications and CE Review: Ms. Carrillo addressed the Rural Alaska Community Action Program's (RurAL CAP) application for the 2014 - 31<sup>st</sup> Annual Rural Providers Conference for up to 20 credits. Mr. McCarty asserted that the Board's primary concern was that the conference involved presentations by high school graduates, or otherwise inexperienced individuals who may not have the knowledge or expertise as an elder or post baccalaureate professional. In Addition, RurAL CAP's application was incomplete. Mr. McCarty expressed his concern regarding whether the organization was contacted after the October meeting, to which Ms. Carrillo responded that the organization was aware of their incomplete application.

Linda King suggested notifying the organization that they give the organization a limited amount of time to complete their application before denial becomes automatic. Fr. John Downing suggested to deny the application due to the incompleteness of the application, and due to the Board reviewing—and tabling—the application since August 1<sup>st</sup>, 2014.

**On a motion duly made by Fr. John Downing, seconded by Ken McCarty and approved unanimously, it was**

**RESOLVED to deny Rural Alaska Community Action Program's continuing education application for the 2014 – 31<sup>st</sup> Annual Rural Provider's Conference for up to 20 CEU's.**

**Task:**

Ms. Carrillo will clarify with Licensing Supervisor, Sher Zinn if the Board has the ability to implement deadlines on continuing education applications that have been tabled due to a request for additional information.

Ms. Carrillo then brought to the Board's attention an application for continuing education from Caspersen Therapy and Training Center, which was received in her in-box on January 28<sup>th</sup>, 2015. Ms. Carrillo did not have sufficient time to review Caspersen's application, and was under the impression that it was a single application; only one voting ballot was prepared for review at this time. Upon further review, it was found that there were several applications made by Caspersen.

**Acting Chair, Linda King called for break at 10:25 a.m.**

Off record at 10:25 a.m.

On record at 10:37 a.m.

During break, Ms. Carrillo retrieved another voting ballot for Caspersen's 2<sup>nd</sup> application. It was later clarified that there were a total of three applications made by Caspersen Therapy and Training Center.

**Acting Chair, Linda King called for break at 10:40 a.m. to allow Ms. Carrillo to create and print a voting ballot for Caspersen's third application.**

Off record at 10:40 a.m.

On record at 10:42 a.m.

The Board continued to review Caspersen's applications, and Mr. McCarty inquired about the correspondence between LMFT, Kevan Walker and Ms. Carrillo. Ms. Carrillo informed the Board that the correspondence was in regards to the applications submitted by Caspersen Therapy and Training Center. Mr. McCarty was concerned about the circumstances surrounding the reasoning behind these course approvals. Ms. Carrillo informed Mr. McCarty that Mr. Walker had already been renewed, and that the intent of these applications were so that Mr. Walker could ensure his future CE activity would be accepted. Linda King and JoAnn young reiterated that the correspondence was included due to the Division's protocol, and commented that these course approvals were not for his recent renewal.

**On a motion duly made by JoAnn Young, seconded by Ken McCarty and approved unanimously, it was**

**RESOLVED to approve Caspersen Therapy and Training Center's application for the course, "Applying Narrative Principles to Sexual Problems: Whose Sex Life is This Anyway?" for 3.0 CEU's.**

**On a motion duly made by JoAnn Young, seconded by Fr. John Downing and approved unanimously, it was**

**RESOLVED to approve Caspersen Therapy and Training Center's application for the course, "Individual and Family Work with Children, On the Tree of Life and Group Work with Tweens" for 13.0 CEU's.**

**On a motion duly made by JoAnn Young, seconded by Ken McCarty and approved unanimously, it was**

**RESOLVED to approve Caspersen Therapy and Training Center's application for the course, "Conflict Resolutions and Meditation" for 6.5 CEU's.**

Linda King addressed Mr. Atkinson's letter regarding continuing education activity for the 2015-2016 renewal period. Ms. Carrillo informed the Board that this licensee has been renewed, but that his letter would be addressed under Agenda Item 7, Old Business.

**Acting Chair, Linda King called for break as the Board was briefly interrupted by an erroneous phone call.**

Off record at 10:52 a.m.

On record at 10:53 a.m.

Elsita Kirchner's application for licensure via credentials from California was concurrently reviewed by the Board. Mr. McCarty expressed concern regarding the incompleteness of the verification form prepared by the Alaska Division, which was not filled out by the state of California. Ms. Carrillo advised Mr. McCarty that although Mrs. Kirchner had not had the state of California fill this out, the California Board of Behavioral Sciences had sent their own verification form with the State's seal, which validates Mrs. Kirchner's license in good standing with that State. Ms. Carrillo clarified that a state may use the Division's form to verify an applicant's license, or they may use their own agency's form. Mr. McCarty expressed further concern that receipt of her verification form was not verified by our Division. JoAnn Young suggested writing a note on the verification to indicate that the Division has indeed received the document. Ms. Carrillo informed the Board that the examiner cannot write

directly on an applicant's application materials, but that the Division does date-stamp all received documents, and that such a stamp was placed on the back of Mrs. Kirchner's California-issued verification form.

**On a motion duly made by JoAnn Young, seconded by Ken McCarty and approved unanimously, it was**

**RESOLVED to approve Elsita Kirchner as a Licensed Marital and Family Therapist by Credentials from California.**

**Task:**

Ms. Carrillo will send CD audio recording to all Board members.

Linda King addressed Mr. Atkinson's letter regarding continuing education activity for the 2015-2016 renewal period. Ms. Carrillo informed the Board that his license has been renewed, but that his letter would be addressed under Agenda Item 7, Old Business.

Review Goals and Objectives: The Board reviewed the Goals and Objectives, which Ms. Carrillo included as a packet insert with comment sections for each Goal.

**Goal 1. The Board of Marital and Family Therapy will develop a strategy to address the need for distance therapy and distance supervision.**

*Objective 1:* Continue to seek input from the National Organization, AAMFT, the APA and various MFT boards.

*Objective 2:* Continue to draft a proposal for legislation of statutes and regulations.

**Goal 2. The Board of Marital and Family Therapy will continue to review statutes and regulations to be consistent with the practice of marital and family therapy.**

*Objective 1:* Continue to recommend other statutes and regulations as needed.

**Goal 3. The board will continue to review applications of marriage and family therapists by credentials, by examination, for supervisor status and for associates in an established manner.**

**Goal 4. The board will continue its responsibility to improve the process of approving continuing education, while maintaining professional standards.**

**Goal 5. The board will continue to work closely with the investigator assigned at their request.**

*Objective 1:* Continue to be updated on the functions of the investigator's office.

**Goal 6. The board will implement brief evaluations with each board meeting.**

**Goal 7. The board will continue to work with the Division of Corporations, Business and Professional Licensing with the goal to continue to reduce fees as is reasonable to maintain a balanced budget.**

**Objective 1:** Continue to clarify budget needs including building expenses.

**Objective 2:** Continue to review expenses at each regular scheduled Board meeting.

**Goal 8. The board will continue to work with the Governor's office to fill vacant board seats in a timely manner.**

**Objective 1:** Continue to encourage the Governor's office to reappoint current members or appoint a new member in a timely manner.

**Goal 9. The board will work to standardize and streamline the process for approval of continuing education while maintaining the integrity of the mission of the board**

**Objective 1:** Continue to approve training relevant to the profession in a changing post-modern world.

**Goal 10. The board will continue collaborative relations with the Division of Corporations, Business and Professional Licensing.**

**Objective 1:** Continue to communicate with the licensing examiner.

**Goal 11. The board will be a presence and information source for legislators and executive branches of the state government.**

**Objective 1:** Complete forms provided to board members after each contact made with a legislator or legislative office on behalf of the Board.

**Goal 12. The board will continue to review, research and consider new technological advances as it pertains to therapy, supervision and training.**

**Objective 1:** Continue to address these issues during the legislative session.

**Goal 13. The board will explore the concept of challenges and issues of labor mobility and how MFTs may be affected in Alaska.**

**Objective 1:** The board will be seeking support from the administration and legislature in changing statutes and regulations to encourage labor mobility for people transferring into Alaska prior to licensure.

**Goal 14. The board will continue to require licensing as an MFT associate before acquiring clinical and supervision hours.**

**Goal 15. The board will research and consider ways of insuring MFT licensees have knowledge of their statutes and regulations.**

**Objective 1:** Send mail outs to licensees to up-date and inform them of current statutes and regulations.

**Goal 16. The board will continue their affiliation and full membership with the Association of Marital and Family Therapy Regulation Board (AMFTRB).**

**Objective 1:** Continue to attend annual meetings to maintain an Alaska perspective and stay informed of what is occurring nationwide.

**Goal 17. The board will continue its goals to increase board education to improve its function by sending delegates to national conferences and/or trainings such as the American Association for Marriage and Family Therapy’s yearly conference, Board Regulator and CLEAR.**

**Goal 18. The board will continue to review and explore title vigilance.**

**Objective 1:** Continue to regularly reviews and be open to exploring issues relating to title vigilance.

**Goal 19. The board will be a presence and information source for legislators and executive branches of the state government.**

**Objective 1:** Complete forms provided to board members after each contact made with a legislator or legislative office on behalf of the Board.

Linda King addressed Goal 7, Objective 1, in which she recommended an amendment to replace the word, “building” with, “increasing”. The Board discussed changes to this Goal. It was ultimately decided to amend Goal 7, Objective 1 to read as follows:

*“Continue to clarify budget needs.”*

Linda King then addressed Goal 8, and asked the Board if they were aware of Mr. Webber’s term ending in March. Mr. McCarty stated he was aware of Mr. Webber’s term ending, but that he was unsure of his intent or status to be reappointed. Mr. McCarty then addressed Goal 13, and suggested amending this goal to read as follows:

*“The board will explore the concept of challenges and issues of labor mobility.”*

The Board also discussed adding objectives under Goal 14 to be written as follows:

- Objective 1:** Continue to address the issue of previous experience and labor mobility before this change.
- Objective 2:** Continue to review current statutes and regulations and propose changes necessary to match national trends.”

Fr. John Downing addressed Goal 11, to which Linda King responded that the Board intended on documenting contact with legislators, but was unsure if such reporting documents had been made. Ms. Carrillo informed the Board that there were Report of Contact forms available. Ms. Carrillo then commented that Goal 19 was a repeat of Goal 11, and made a suggestion to add an Objective 2 to Goal 11 to read as follows:

*“Continue to represent its mission, goals, and mandates, as it interacts with legislators and executive branches coming legislative session.”*



Ms. Carrillo asked the Board if they had a mission statement, which Ms. Carrillo has been unable to find. Mr. McCarty stated the Board did have a mission statement.

**Task:**

Mr. McCarty will locate the Board’s mission statement and send it to Ms. Carrillo.

**Task:**

When the Board’s mission statement is received, Ms. Carrillo will have this posted to the Board’s program website and will also include this statement in each board packet.

The Board briefly discussed title vigilance. The Board then began a discussion on the practice of Marital and Family therapy, and the way in which the laws governing such practice are directly influenced by the terminology that defines its parameters. The Board addressed the vernacular of, “face-to-face”, and discussed making changes to this language in an effort to adapt to technological advances, as well as to adjust to the limitations imposed upon those who may not have access to such technology. Mr. McCarty referenced a circumstance where a specific technology was uncondusive to providing service to a rural - living individual, so the mode of communication became reliant upon telephonic connectivity, which—according to current statutes and regulations—would not be considered “live” or “face-to-face”. This lead to a discussion on the implications of perceived or interpreted definitions of, “face-to-face”, and how the language can be clarified for the purpose of encapsulating a fuller range of communication modalities within the Marital and Family Therapy scope of practice. Linda King suggested replacing, “face-to-face” with, “real-time”, which would be operationalized as the ability to interact, and to which the Board agreed would be a more appropriate term.

The discussion pointed to the salience of the need to provide rural-living individuals with clearly defined distance therapy, which would require a change in regulatory or statutory language. Ms. Carrillo suggested adding this as an Objective 3 into Goal 12, which pertains to technological advances. Ms. Carrillo had also included a suggestion for Objective 2 under Goal 12, which the Board agreed to incorporate into their Goals and Objectives. Objectives 1-3 under Goal 12 are to be written as follows (the desired changes are italicized):

- “Objective 1:** Continue to address these issues during the legislative session.
- Objective 2:** Seek support, *awareness*, and endorsements by legislative members *and the Governor*.
- Objective 3:** *The Board will address changing the terminology of, “face-to-face” to, “real-time”.*”

**On a motion duly made by Linda, seconded by Ken McCarty and approved unanimously, it was**

**RESOLVED to approve Goal 7, Objective 1; Goal 12, Objectives 1-3; Goal 13; Goal 14, Objectives 1 and 2;**

Review/Approve Board Evaluation Template: Acting Chair, Linda King then addressed the Board's Evaluation template, which JoAnn Young prepared and distributed to the Board. The Board discussed formatting and suggested adding a comment section for each evaluation subsection.

**On a motion duly made by Ken McCarty, seconded by Fr. John Downing and approved unanimously, it was**

**RESOLVED to approve JoAnn Young's Board Evaluation template as amended.**

**Task:**

Ms. Carrillo will modify the Board's evaluation form and present this to the Division's Licensing Supervisor and Publications Specialist

**Agenda Item 7    Old Business**

**Time: 11:41 a.m.**

Review Regulation Changes: Acting Chair, Linda King addressed Old Business, during which time Ms. Carrillo directed the Board to the draft of regulation changes prepared by the Division's Regulation Specialist, Jun Maquis. Mrs. King and Mr. McCarty asked for clarification regarding the nature of these regulation changes. Ms. Carrillo advised the Board that the changes were made based on the Board's discussions and collective desires to have specific regulation changes made, not only during the Board's October meeting, but during previous meetings as well. Mr. McCarty asked Ms. Carrillo if she could provide documentation to serve as a reference point for the Board. Ms. Carrillo stated she could make photocopies of the discussions on regulation changes from the Board's October meeting, but that she did not have all the discussions, including discussions from previous meetings on hand. The Board decided to break for lunch and resume discussion of Agenda Item 7 upon return.

**Acting Chair, Linda King called for lunch at 11:45 a.m.**

Off Record at 11:45 a.m.

On Record at 12:55 p.m.

The Board returned from lunch and resumed discussion on regulation changes. Ms. Carrillo and the Board briefly addressed 12 AAC 19.115 and the Board's intention to require credential applicants to take the state written exam. Linda King commented that all

regulation changes included in Mr. Maquis' draft was at an estimated cost of \$2,500. Before further discussion continued, the Board was prompted to contact the Division's Administrative Officer, Martha Hewlett, for the Budget Report/Division Updates under Agenda Item 10.

**Agenda Item 10 Budget Report**

**Time: 1:02 p.m.**

Ms. Carrillo distributed the Board's FY14 Year-End Report as well as the Boards and Commissions Manual for review, and informed the Board that as of January 29<sup>th</sup>, 2015, 69 licensees had renewed, 17 had not renewed and 1 renewal form was incomplete. Ms. Hewlett joined the room to present the Division's and the program's budget report. Ms. Hewlett informed the Board that Director, Sara Chambers had compiled an Annual Fiscal Report, which was the first year such a report was made available. Ms. Hewlett then discussed direct and indirect expenditures, travel procedures, allocation codes and methodology, licensing statistics, budget publication schedules, and where to find the information online. Ms. Hewlett also addressed the Board's concerns regarding decreased licensees, accounting procedures, finance management, fines, fee analyses and the fee-setting process.

**Acting Chair, Linda King called for break at 2:20 p.m.**

Off Record at 2:20 p.m.

On Record at 2:28 p.m.

**Agenda Item 11 Public Comment**

**Time: 2:28 a.m.**

Public Member, Dixie Hood had attempted to comment on the Board's fees during Ms. Hewlett's budget report, referencing the 1990's when the Board's license fee was around \$900.00. Ms. Carrillo had informed Ms. Hood that the Board would like to hear her comments and concerns, but only during the scheduled Public Comment time.

At the actual start time of Agenda Item 11, Ms. Hood introduced herself and informed the Board she had served as a Board member from 1995 – 2002. Ms. Hood addressed Title 47, ethics, funds and investigative fees. Ms. Hood was given clarification that investigative matters concerning licensees are kept confidential. Ms. King and Mr. McCarty informed Ms. Hood that a Board liaison can now be involved with investigative matters to an extent.

**Agenda Item 7 Old Business**

**Time: 2:55 p.m.**

Review Regulation Changes: The Board resumed discussion on regulation changes. Mr. McCarty reiterated the need to obtain discussions surrounding Mr. Maquis' changes. Ms. Carrillo informed the Board that the changes were the result of the Board's discussion at the

previous meeting, and previous meetings before the last meeting. Mr. McCarty and Mrs. King expressed frustration that it was not clear what was submitted to the regulation specialist that would facilitate these changes. Ms. Carrillo explained that the Board can refer to what is being removed from the text by looking at words, phrases, sentences or paragraphs that have been capitalized and bracketed. Linda King prompted the Board to review the draft.

12 AAC 19.110 – License by Exam: The Board reviewed this draft and were satisfied with its changes.

**On a motion duly made by Ken McCarty, seconded by JoAnn Young and approved unanimously, it was**

**RESOLVED to approve 12 AAC 19.110 as written.**

12 AAC 19.115 – License by Credentials: Ms. Carrillo clarified that the estimated fiscal impact to the department, \$2,500 encompasses all regulation changes written in the draft, including the change to regulation 12 AAC 19.115. Mr. McCarty addressed 12 AAC 19.115(7), and stated that the change does not specify that the credential candidate must *pass* the state jurisprudence exam. Ms. Carrillo suggested that the Board amend this regulation to be consist with the requirements stated in 12 AAC 19.110(e), which specifies that examination candidates must at least receive a passing score of 90%. The Board discussed revising the language for 12 AAC 19.115(b)(7) to read as follows:

*“submits a completed Alaska Jurisprudence Questionnaire prepared by the board covering the provisions of AS 08.63, this chapter, the code of ethics by the board under 12 AAC 19.900, and meets the score requirement of 12 AAC 19.110(e)”*

**On a motion duly made by Ken McCarty, seconded by JoAnn Young and approved unanimously, it was**

**RESOLVED to approve 12 AAC 19.115 as amended.**

12 AAC 19.200 – License for Supervised Practice: Mr. McCarty addressed a concern regarding licensed associates and potential misleading interpretations in the associate’s advertising of services. Mr. McCarty expressed that in other jurisdictions, associates/interns cannot operate their own private practice; their associate license is limited to both practicing under a licensed supervisor and under a licensed professional who holds the practice’s business license. This can be misleading as an associate can advertise that he/she is practicing in a private practice when the licensed associate is not the sole proprietor of the

business. As such, the Board would like to clarify that a licensee under supervised practice cannot own a business license to practice therapy. Ms. Young and Ms. Linda discussed how this verbiage could be changed to reflect the Board's intent, which Mr. McCarty asserted was to prevent associates from operating their own private business. Ms. Young and Mr. McCarty suggested amending 12 AAC 19.200(c) to read as follows (desired changes are italicized):

*“A holder of a license for the supervised practice of marital and family therapy may practice under supervision in a clinic, social service agency, or private marital and family therapy practice. No holder of a license for supervised practice may own or operate a private practice for marital and family therapy services.”*

**On a motion duly made by Ken McCarty, seconded by JoAnn Young and approved unanimously, it was**

**RESOLVED to approve 12 AAC 19.200(c) as amended.**

12 AAC 19.310 – Continuing Education Requirements: The Board reviewed this draft and were satisfied with its changes.

**On a motion duly made by Ken McCarty, seconded by JoAnn Young and approved unanimously, it was**

**RESOLVED to approve 12 AAC 19.310 as written.**

12 AAC 19.350 Application for Continuing Education: The Board discussed fees and processing applications for continuing education. The Board remains concerned that an organization may present an application for a program or seminar with multiple courses, while submitting only one fee for the whole seminar. Mr. McCarty also expressed concern that when a course is approved, it is only given validity until the Board's renewal date of the next even-numbered year, which may be uninviting to providers who must pay the fee for each subsequent application. Ms. Carrillo commented to refer to 12 AAC 19.350(c) regarding applying for re-approval.

**On a motion duly made by Ken McCarty, seconded by JoAnn Young and approved unanimously, it was**

**RESOLVED to approve 12 AAC 19.350 as written.**

12 AAC 02.242(6). Board of Marital and Family Therapy fees: The Board reviewed the draft proposal of implementing a continuing education course approval fee. The Board was satisfied with this change.

**On a motion duly made by Ken McCarty, seconded by JoAnn Young and approved unanimously, it was**

**RESOLVED to approve 12 AAC 12 AAC 02.242 as written.**

12 AAC 19.900 Code of Ethics: Mr. McCarty expressed concern about the AAMFT code of ethics revised in 2012, which does not take into account suburban populations, whose marginal localities limit opportunities and abilities to communicate with distant marital and family therapists.

**On a motion duly made by Linda King, seconded by Fr. John Downing and approved unanimously, it was**

**RESOLVED to table the draft of 12 AAC 19.900.**

Review Written Exam: The Board addressed the written exam.

**On a motion duly made by Linda King, seconded by JoAnn Young and approved unanimously, it was**

**RESOLVED to table discussion on the state examination until the next meeting.**

Review Applications/Forms: The Board and Ms. Carrillo discussed phrasing of the \$25.00 fee for the upcoming revised continuing education application. Ms. Carrillo then addressed the latest renewal form and the regulations pertaining to renewal. Ms. Carrillo advised the Board that they should consider clarifying what constitutes a, “professional organization”, as its meaning is ambiguous in the context of 12 AAC 19.320. Ms. Carrillo commented that the criteria outlined in this regulation, and in conjunction with using the term, “professional organizations” in 12 AAC 19.320(4), implies that the criteria for acceptable continuing education activity is broad and diverse. Any course broadly relating to marital and family therapy—as long as the courses is offered by a professional organization—such as a social workers organization, psychology organization, or other mental health organization, it should be automatically approved by regulation. Mr. McCarty reiterated the need to differentiate acceptable continuing education activity, and Ms. Carrillo described the continuing education application system for her other program, which may serve as a good

model for the MFT Board. Ms. Carrillo further suggested adding this term to Definitions under AS 08.63.900.

**On a motion duly made by Linda King, seconded by JoAnn Young and approved unanimously, it was**

**RESOLVED to table discussion on the renewal form until the next meeting.**

**On a motion duly made by Linda King, seconded by JoAnn Young and approved unanimously, it was**

**RESOLVED to table discussion on 12 AAC 19.320 and continuing education organization until the next meeting.**

**Task:**

The Board will discuss administrative continuing education organization and possibilities at the next scheduled Board meeting.

Clarify distance vs. live: Linda King addressed the letter written by Mr. Atkinson, which was discussed earlier under Agenda Item 5. Ms. Carrillo clarified that Mr. Atkinson's license had already been renewed, but that his letter brought about the topic of distinguishing between "correspondence" and "Live-Face to Face". Ms. Carrillo interpreted correspondence as any distance-based activity. Clarification of these terms were resolved under Agenda Item 6.

**Agenda Item 8    New Business**

**Time: 3:47**

Working Committee Update: The Board and Ms. Carrillo discussed the working committee, which is comprised of Chair, Leon Webber and Kristen Penland. The two have been extensively researching distance therapy and distance supervision, and drafted a document for review by the Board and the Division's regulation specialist, Mr. Maiquis. Ms. Carrillo had presented this to Mr. Maiquis at the working committee's request prior to the meeting to see if he could differentiate between what would be statutory, and what would be regulatory. Mr. Maiquis, as the Division's only regulation specialist for licensing programs, asserted that such determination would require time, but that the Board should discuss the draft at the upcoming meeting. At the upcoming meeting, Ms. Carrillo and the Board agreed it would be more appropriate to allow Mr. Webber to present this draft at the meeting in April, 2015.

**Note:** During the Board's meeting on October 30<sup>th</sup>, 2014, the Board agreed to establish a working committee. The committee initially consisted of Mr. Webber and Mrs. King, however, committee member involvement may change. The Board acknowledges that as long as the minimum number of individuals on

the working committee does not exceed 2, information regarding meeting dates and times do not need to be public noticed. **-End note-**

Review Protocol Draft for Transfer of Supervision Hours: The Board discussed how licensees cannot transfer supervision hours at this time. Linda King then distributed a handout regarding Oregon's model of supervision guidelines for marital and family therapy interns. The Board briefly discussed the increased expense of obtaining supervision hours and decided to resume discussion of this topic, as well as ratio of supervision to clinical hours, at the next scheduled meeting date.

**Acting Chair, Linda King called for break at 4:21**

Off Record at 4:21 p.m.

On Record at 4:26 p.m.

**Agenda Item 12 Correspondence Time: 4:26 p.m.**

Linda King signed the letter on behalf of the Board, which was in support of AAMFT's intent to pursue inclusion to title 47, reduction of fees, and protecting licensed therapists in regards to single license incidents. A copy was given to Mr. McCarty.

Ms. Carrillo also included a discussion hand-out regarding COAMFTE and their invitation to invite Alaska licensed therapists to participate in a discussion regarding continuing education and supervision training opportunities.

**Task:**

Ms. King will send a response to COAMFTE on behalf of the Board by February 9<sup>th</sup>, 2015

**Agenda Item 13 Administrative Business Time: 4:29 p.m.**

Board Task List: The Board moved discussion to the Board's task list. Mr. McCarty will research to find if an algorithm exists for comparing qualifications by state. Sher Zinn ordered business cards for the Board, which Ms. Carrillo distributed at the meeting.

**Task:**

Ken McCarty will relay the folder of Board meeting hand-outs to Mr. Webber.

**Task:**

Ms. Carrillo will e-mail the Board's task list from this meeting to all Board members.

TA's & Receipts: JoAnn Young and Linda King gave Ms. Carrillo their travel receipts.



**Note:** The meeting minutes from the Board’s October 30<sup>th</sup>, 2014 meeting were not signed at this time; however, the minutes will be reviewed and signed at the Board’s April 17<sup>th</sup> meeting, pending approval of the amended minutes”. **-End note-**

**Agenda Item 14    Adjourn**

**Time: 4:34p.m.**

**On a motion duly made by JoAnn Young, seconded by Ken McCarty and approved unanimously, it was**

**RESOLVED to Adjourn the meeting at 4:34 p.m.**

Respectfully submitted,

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Laura Carrillo, Examiner

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Leon Webber, Chair

Date

**Note:** The meeting minutes from the Board's October 30<sup>th</sup>, 2014 meeting were not signed at this time; however, the minutes will be reviewed and signed at the Board's April 17<sup>th</sup> meeting, pending approval of the amended minutes". -End note-

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**RESOLVED to Adjourn the meeting at 4:34 p.m.**

Respectfully submitted,



Laura Carrillo, Examiner



Leon Webber, Chair

Date

4.22.16