

**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**  
**Wednesday, July 20, 2016**

*These are DRAFT minutes prepared by the staff of the Division of  
Corporations, Business and Professional Licensing.  
These minutes have not been reviewed or approved by the Board.*

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 Wednesday, July 20, 2016 beginning at 9:02 a.m. The meeting was held at two locations, connected by videoconference, State Office Building, 9<sup>th</sup> Floor, and Conference Room A in Juneau, Alaska and the Atwood Building 550 West Seventh Avenue Suite 102 Anchorage, AK 99501-3567.

**Agenda Item 1 Call to Order/Roll Call**

The meeting was called to order by Chair, Leon Webber at 9:02 a.m.

Board Members Present, constituting a quorum:

Leon Webber, Chair, Licensed Marital and Family Therapist  
Linda King, Licensed Marital and Family Therapist (at 9:10 a.m.)  
Kennith McCarty, Licensed Marital and Family Therapist  
Dorothea Aguero, Public Member

Board Members Absent:

JoAnn Young, Public Member (excused)

Attending from the Division of Corporations, Business and Professional Licensing in Juneau via videoconference were:

Dawn K Hannasch, Records and Licensing Supervisor  
Janey Hovenden, Division Director  
Sara Chambers, Operations Manager

Martha Hewlett, Administrative Officer

**Agenda Item 2    Review the Agenda**

Additions were made to the agenda as follows:

- Division update was added at 1:30
- Under “Board Business” the terms of each Board Member was added
- Under “Old Business” the issue of the use of “MFT” in a business name was added for discussion.
- Under “Review/Approve Minutes from June 10, 2016” the Board added the review of the meeting minutes from the April 22, 2016 meeting

*In a motions duly made by Dorothea Aguero and seconded by Ken McCarty, with unanimous consent, the Board approved the agenda with additions*

**Agenda Item 3    Review/Approve Minutes from June 10<sup>th</sup> & April 22<sup>nd</sup> 2016**

Corrections or changes to the June 10, 2016 meeting minutes:

- No corrections or changes

Corrections or changes to the April 22, 2016 meeting minutes:

- Move the motion on page #9 to page #7
- There is a motion missing on page #9 regarding the Boards position statement about “face to face” education.

*In a motions duly made by Dorothea Aguero and seconded by Ken McCarty, with unanimous consent, the Board approved the June 10<sup>th</sup> 2016 & April 22<sup>nd</sup> 2016 meeting minutes as amended.*

**Agenda Item 4    Ethics reporting**

The Board had no ethics violations or concerns to report.

## **Agenda Item 5 Investigative Report**

Investigator Sonja Lipker joined the Board at 9:15 a.m. to discuss the Board investigative report. The Board has 1 investigative matter that was opened this month, 0 matters were closed this month.

Brian Howes will also be partnering with Investigator Lipker on MFT matters as needed.

## **Agenda Item 6 Board Business**

### **A. Application's and CE review**

The Board reviewed and discussed one application file.

*In a motions duly made by Ken McCarty and seconded by Dorothea Aguero  
By a roll call vote, the Board approved the Marital & Family Therapist  
Associate license for **K'hala Hamilton** pending receipt of the completed  
application.*

*Leon Webber Yes  
Linda King Recused  
Kennith McCarty Yes  
Dorothea Aguero Yes*

### **B. Review Goals & Objectives from 2016 Annual report**

Goal #12 was specifically discussed by the Board. Mr. McCarty stated that the way that the goal is written insinuates that one does not need to be licensed in the State of Alaska to practice as an MFT. After discussing the item further, the Board decided to change the language to read as follows:

*In a motions duly made by Ken McCarty and seconded by Dorothea Aguero,  
with unanimous consent, the Board adopted Goal #12 for the FY2016 annual  
report to read as follows:*

*“The Board will continue its work on distance therapy, tele therapy to allow for those  
licensed as an MFT in the State of Alaska but not present in Alaska nor having a  
practice in Alaska to do limited sessions with people residing in Alaska.”*

### **C. Board Exit Dates:**

Ken McCarty requested information from Board and Commission as to why 2 Board member dates of exit are the same, when they did not start their terms on the Board at the same time? B&C informed Mr. McCarty that the policy for the MFT Board is that when Board members steps in mid-term to fill a vacant seat, they have to finish that term and it counts as their 1<sup>st</sup> term. That would only allow the Board member to have one more term before they are no longer eligible to sit on the Board.

### **Agenda Item 7 Old Business**

#### **A. Review of FY2016 Annual report draft:**

- The Board began its review of the annual report draft, the Board stated that they have been advocates from the beginning regarding fiscal restraint and cost saving changes.

The Board took a break from 10:19 a.m. – 10:41 a.m.

#### **A. (continued)**

- The Board requested that Ken McCarty take a look at the Statutes and Regulations that will need to be changed for the temporary license.
- Other updates that need to be added to the annual report are as follow:
  1. Change of Supervision hours to 1500 with 200 of the hours being group supervision instead of the group hours being in addition to the 1500.
  2. Allow group supervision to be conducted by LPC Supervisors, LCSW Supervisors or a licensed Psychologist.
  3. Require al LMFT's to carry liability insurance to cover fee's
  4. Face to face is considered any type of live interactive with the presenter in real time. All

other trainings that do not involve real time interactions are not considered face to face.

**Agenda item #8**    **New Business**

- A. Can someone use the title “Marital and Family Therapist” in the name of a business? The answer is yes as long as there is at least one licensed MFT working at the practice. This is not considered false advertising. Ken McCarty requested that the Board send the information to the Investigative team to make sure all is within the law.

*In a motions duly made by Ken McCarty and seconded by Dorothea Aguero, With a roll call vote, the Board requests that the Investigator look into the use of MFT in a business name.*

*Leon Webber        No*  
*Linda King         No*  
*Kennith McCarty Yes*  
*Dorothea Aguero No*

The motions failed. The matter will not be sent to the investigative team for further review.

The Board requested that RLS Hannasch find out how much an investigations cost.

**The Board took their lunch recess at 12:00 p.m. and came back on the record at 1:25 p.m.**

**Division Update**

At 1:30 the Board was joined in Juneau via videoconference by Director Janey Hovenden, Operations Manager Sara Chambers and Administrative Officer Martha Hewlett.

The Board reviewed its FY 2016 3<sup>rd</sup> quarter financial report. At the end of the FY2016 3<sup>rd</sup> quarter the Board was carrying a \$52,690 surplus. The Board inquired about how the Examiners time is divided between their Board and her other programs and how the time is billed to each program. Ms. Hewlett explained that all

Examiners track their time down to the quarter hour and that Boards are only billed for the time that the Examiner actually works on their program.

Ms. Hewlett informed the Board that their legal and investigative costs are very minimal. FY2015 the Boards investigative costs were under \$3200.00 for the year. The final financial numbers for FY2016 will be available to the Board in mid to late October 2016.

Director Hovenden reviewed the Divisions proposed fees for the MFT program. Director Hovenden explained to the Board that by Legislative direction all programs must be self-sufficient and although the Board has a surplus right now, if fees are not increased now, by 2020 the Board's surplus would be depleted.

The Board recommended a less significant increase. Please see the information below:

Board of Marital and Family Therapy (MFT)													
Analysis last updated: 06/03/2016													
Effective dates: 09/01/2016													
Presented to board: 07/20/2016													
Fee Type	Current fee schedule			Proposed by board				Proposed by division					
	Current Fee	Projected Units	Projected Revenue	Fee Adjustment	Fee with Recommended Adjustment	Projected Revenue after Adjustment	% Change	Fee Adjustment	Fee with Recommended Adjustment	Projected Revenue after Adjustment	% Change		
Initial Application	175	24	\$ 4,200	25	\$ 200	\$ 4,800	14%	25	\$ 200	\$ 4,800	14%		
New MFT license	665	14	9,310	35	700	9,800	5%	135	800	11,200	20%		
Renew MFT License	665	90	59,850	35	700	63,000	5%	135	800	72,000	20%		
Nonrenewable Associate License	445	8	3,560	55	500	4,000	12%	55	500	4,000	12%		
Temporary License	100	4	400	100	200	800	100%	100	200	800	100%		
Centralized Fees	731	1	731		731	731			731	731			
			\$ 78,051			\$ 83,131				\$ 93,531			

*In a motions duly made by Ken McCarty and seconded by Linda King, With unanimous consent, the Board suggested that the Division increase fee's as follows:*

- Initial application \$200**
- New MFT License \$700**
- MFT Renewal \$700**
- New Associate License \$500**
- Temporary License \$200**

**Agenda item #10    Public Comment**

There was no one from the public present

**Agenda item #12    Administrative Business**

A. Status of regulations project:

The Board was joined by Regulations Specialist Jun Maiquis to receive a status update regarding the Boards Regulations project.

*In a motions duly made by Linda King and seconded by Dorothea Aguero, With unanimous consent, the Board requested that the regulations project go directly to the Department of Law for review.*

- B. The Board has scheduled its next video conference for Friday October 28, 2016.
- C. The Board worked on the self-evaluation forms

**Respectfully submitted:**

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**Dawn K Hannasch**  
**Records & Licensing Supervisor**

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**Date**

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**Leon Webber, Chairperson**

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**Date**