

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, November 18th, 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 Friday, November 18th, 2016 beginning at 9:02 a.m. The teleconference meeting was held at two locations; at the Robert Atwood Building, 550 West 7th Ave. Ste. 1560, Anchorage AK, and at 9th Floor, Conference Rm. A in the State Office Building, in Juneau, AK.

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, Chairman, Licensed Marriage and Family Therapist
Kennith McCarty, Licensed Marriage and Family Therapist
Linda King, Licensed Marriage and Family Therapist
JoAnn Young, Public Member
Dorothea Aguero, Public Member

Division Staff present were:

Aiko Zaguirre, Licensing Examiner
Laura Carrillo, Records & Licensing Supervisor
Martha Hewlett, Administrative Officer
Janey Hovenden, Division Director

Present from the Public:

No one from the public was present.

Agenda Item 2

Review Agenda

Time: 9:04 a.m.

Before reviewing the agenda, the Board, with Chair, Mr. Weber's lead, welcomed the new licensing examiner, Aiko Zaguirre, who has been with the Division under the Medical Board. Afterwards, Mr. Webber asked the Board if there were any discussions regarding the agenda. Mr. McCarty suggested that the Board needs to re-address their position on the statutory and regulations changes that they want to recommend and forward to the upcoming legislative session. Mr. Webber reiterated that these recommendations do not need to be reviewed under New Business as they have already been tackled during the previous meetings. With this, Mr. McCarty suggested that these recommendations be reviewed again during the Old Business, for the upcoming legislative session.

On a motion duly made by Dorothea Aguero, seconded by JoAnn Young, and approved unanimously, it was

RESOLVED to accept the agenda as amended.

Agenda Item 3

Review Minutes

Time: 9:09 a.m.

After accepting the amended agenda, the Board moved to reviewing the minutes of their previous meeting held on July 20th, 2016. Mr. Webber stated that there were a few incorrectly assigned tasks in the minutes, specifically on the task of reviewing the statutes and regulations assigned to Mr. McCarty, which in some parts of the minutes, Mr. Webber was listed instead. Mr. Webber stated that this is not going to be a huge issue as both he and Mr. McCarty can work together in determining the statutory and regulations changes.

Mr. McCarty stated that there was an error on page 4, under Agenda Item 7, Old Business; letter A (continued) number 1, regarding the number of supervision hours. Mr. McCarty stated that the statement was confusing, and it needs to specifically say that the 200 hours of required supervised practice would need to be concurrent to the 1500 clinical hours requirement. Ms. Carrillo stated that this has already been addressed during their October 2014 meeting, as stated in its minutes. Mr. McCarty also stated that in number 3, under the letter A, there was a typographical error, as it should be spelled as, "all" instead of "al," and should further be clarified stating "carry liability insurance with regulatory investigations coverage." In addition, Mr. McCarty asked about the next meeting date indicated on the last

page of the minutes, under Agenda item #12, which stated October 28th, 2016, which Ms. King has answered that it has been moved to November 18th, 2016.

Ms. Aguero commented on a couple of grammatical and typographical errors on the draft minutes:

- On Page 3, Letter B, under the Agenda Item #6: Board Business, the last sentence before the motion had misspelled the word “language.”
- On Page 4, Letter C, under Agenda Item #6: Board Business, the numerals and term numbers should be spelled out, such as “first” for the first term, instead of simply writing as “1st term,” and “two” instead of “2”, and so on.

Ms. Carrillo also pointed out that the “motions” should not be pluralized, as all motions are being addressed separately. Ms. Aguero also wanted to clarify if “teletherapy” was intended to be one word or hyphenated. Mr. Webber stated that since it is still considered as a new term, it can be addressed in different ways. Ms. Carrillo affirmed that in the Bill, “teletherapy” was written as a single word.

TASK:

Examiner will correct the meeting minutes from July 20th, 2016 and will distribute to the Board.

On a motion duly made by JoAnn Young, seconded by Dorothea Aguero, and approved unanimously, it was:

RESOLVED to accept the minutes as amended.

Agenda Item 4 Ethics Report

Time: 9:21 a.m.

There were no ethics to report.

Agenda Item 5 Board Business

Time: 9:22 a.m.

CE Applications:

Hearing nothing further on ethics, Mr. Webber moved the discussion to continuing education applications, with which there were four applications to review.

On a motion duly made by Linda King, seconded by Kenneth McCarty and approved unanimously with Leon Webber’s recusal, it was:

RESOLVED to approve course #15566, “Fall Series—Ethics and Lunch,” offered by The Couples Center of Alaska, Inc. for 10 credit hours.

The next CE application reviewed was “Therapeutic Conversations 13 Conference,” by the Vancouver School of Narrative Therapy, which was submitted by Kevan Walker. Mr. Webber asked if the application was submitted by an individual for approval of credits, which Ms. Zaguirre has verified. Mr. Webber pondered if there will be any issues in approving CE applications submitted by an individual, as he does not recall reviewing one in the past. Mr. McCarty opened the discussion on whether the Board should recognize an application from an individual separately from a professional institution. Mr. Webber explained that from the Board’s statutes and regulations, the application submitted by Mr. Walker can be approved. Ms. Carrillo explained that the Board does not need to send the applicant a separate letter regarding the Statutes and regulations on continuing education, as they would only need to either approve or deny the application based on the qualifications. The Board had a brief discussion regarding the CE qualifications as written on their statutes and regulations. Mr. Webber states that this was also an issue that Ms. Carrillo wanted to clarify with the Board through the email she sent to them, regarding the qualifications for continuing education applications being very broad. Ms. Zaguirre explained that this can be further discussed under Agenda Item #9, New Business, as it was a part of the Agenda.

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

RESOLVED to approve the, “Therapeutic Conversations 13 Conference,” based on 12 AAC 19.320(b)(4) of a professional organization, and that the presenters are licensed professionals and experts in Marriage and Family Therapy that fits CE training towards principals of Marital and Family therapy.

Ms. Carrillo has added that since the application has been approved, it will be valid until 2018. Ms. Carrillo explains that for anyone who will be participating in a similar course or if the organization offers the same course, a licensee can take it as it will be available until it expires.

Mr. McCarty asked the status of the regulations change in regards to the fees that the Board was seeking to be applied to CE applications. Ms. Carrillo stated that there was a delay due to the non-disclosure of the monetary impact it would have on other State departments, specifically to the Department of Health & Social Services, as they can submit an application. Ms. Carrillo suggested that when the Board revisits the regulation change, they should notate its impact to the other State departments.

TASK:

The examiner will communicate with the Regulations Specialist regarding the pending regulations on the continuing education fees.

The Board continued to review the next application, which was submitted by Alaska Marriage & Family Therapy Associates.

On a motion duly made by Linda King, seconded by Dorothea Aguero and approved unanimously, it was:

RESOLVED to approve course #15617, “Emotionally Focused Therapy Core Skills 1, 2, 3, and 4.”

Agenda Item 6

Investigative Report

Time:9:49 a.m.

Sonia Lipker entered the room at 9:39 a.m.

Sonia Lipker left the room at 9:51 a.m.

With the Chair, Mr. Webber’s commencement, Ms. Lipker was called to do the investigative report. Ms. Lipker reported in lieu of Brian Howes, the assigned investigator for the Board, as he was out of the office. Ms. Lipker stated that Mr. Howes drafted the investigative memo, which reported that since the last meeting in July 15th, 2016 to November 15th, 2016, they have opened one matter, and closed another one. Ms. Lipker stated that there were no formal actions given on the closed matter, as it has been resolved with a letter of advisement. Ms. Lipker explained that other than the one pending matter, according to Mr. Howes everything was going well with the Board.

Mr. Webber expressed his appreciation with the Investigations unit, which Ms. Lipker reciprocated.

Agenda Item 5

Board Business

Time: 9:52 a.m.

After the Investigative report, the Board resumed back to review the last CE application.

On a motion duly made by JoAnn Young, seconded by Dorothea Aguero and approved unanimously, it was:

RESOLVED to accept the CEU hours for the “Hold Me Tight/Let Me Go workshop for training for therapists” to be held January 7th, 2017.

Report of Contact

Mr. Webber reported that he received a call from Rep. Saddler's office inquiring on how the Board has been doing and their former member Fr. John Downing, and their stand on SB74, as well as on the discussion that they had with Mr. McCarty. With this, Mr. McCarty asked the Chair, Mr. Webber if he could present under the Report of Contact section as he sent a letter to a few legislators. Mr. Webber wanted to clarify when to submit a report of contact form to the examiner, as he recalled that it needs to be done immediately after communication. Ms. Carrillo explained that whatever the Board has agreed to on their previous meetings regarding this, then that is what the members would need to follow. Ms. Carrillo asserted Mr. McCarty that he can present to the Board the letter that he forwarded to the legislators.

Mr. McCarty stated on the letter his concern that the Marital and Family Therapists were not being recognized under the professions for the recently passed Senate Bill 74. Mr. McCarty stated that according to Randall Burns, the Division Director for Behavioral Health, the Marital and Family Therapists will not be recognized due to its lack of inclusion in AS 47.07.030, which was exactly where the Board was seeking LMFTs to be included to. Due to this, Mr. McCarty sent an email to Rep. Seaton, Sen. Giesel, Sen. Micchiche, Sen. Stedman, Sen. Coghill, as well as Sen. Kelly, who was the original author of SB74. Mr. McCarty stated that from the few replies he had received, the legislators were surprised from the statement hearing that the LMFTs were not included for the Bill. Mr. Webber asked Mr. McCarty if he sent the letters as a representative of the Board, to which Mr. McCarty asserted that he does not recall doing so.

After Mr. McCarty's report, Ms. Carrillo reiterated to the Board the email that was sent to them in August 2016 regarding the Report of Contact (ROC) form, which states that the ROCs should be filled-out immediately after communication with a legislator or legislative staff person. Mr. Webber asserted that Board members should immediately forward any ROCs to the examiner.

TASK:

Mr. McCarty will send a copy of the letter he sent to the legislators to the examiner.

TASK:

The examiner will forward the letter to the rest of the Board members.

Review of Goals & Objectives

After the discussion under the Report of Contact, Mr. Webber proceeded to the review of the Board's Goals and Objectives. Mr. McCarty suggested that the Board should reflect the

statutory and regulations changes that they are seeking to be implemented under their Goals and Objectives. Mr. McCarty explained that since the Board has already written and approved the changes on their statutes and regulations that they want to propose, he simply would like to have them added on the Goals and Objectives. The Board, as initiated by Mr. McCarty, went into the discussion on the statutory changes that they would like to present to the upcoming legislative session. Mr. Webber asserted that putting the Board's proposed changes under the Goals and Objectives would be a great move. Mr. Webber also stated that Ms. Carrillo has suggested that the Board can meet on a separate day from their regularly scheduled meeting, which can be dedicated for drafting statutes and regulations in accordance with the passing of SB74. Ms. Carrillo provided this suggestion, as this is what the Board of Chiropractic Examiners will be doing during their next meeting. Mr. McCarty explained that with the legislative session coming soon, the Board needs to reiterate again the changes that they would like to pursue, to refrain from these changes not being taken into action. Mr. Webber asked Ms. Aguero to provide suggestions in drafting the language for the statutory changes that the Board seeks for approval, to which Mr. Aguero agreed to.

Mr. McCarty suggested including under Goal #2 as objectives the statutory changes that they wanted to propose. Mr. McCarty suggested to include:

- The proposed statutory change for AS. 83.63.100, specifically on adding the "concurrent" language for clarity on the number of hours and supervision, as well as adding the licensed professions as discussed by the Board as approved supervisors under the same statute, as Objective #s 1&2 respectively;
- The proposed statutory recommendation of adding liability insurance for licensed Marital and Family Therapists as Objective #4 and;
- The proposed statutory recommendation to have LMFTs added as one of the recognized professions under AS 47.07.030 as Objective #5.

Ms. Carrillo stated that for these recommendations to be added to the Goals and Objectives, the exact wording should be provided and be accepted as a motion. Mr. McCarty was given a time after lunch to present the exact wording for each of the recommendations they would like to add under the Goals and Objectives.

Agenda Item 7 National Association Updates

Time: 10:15 a.m.

With Mr. Webber's initiation, the Board moved forward to the National Association Updates. Ms. King provided a brief summary on the AAMFT conference that she attended. Ms. King reported that the AAMFT is currently working on telemedicine regulations, and encouraged its members to join subgroups to expand the horizons of their profession. Ms.

King stated that there was a discussion of the “ageing out” of the LMFTs, leading to its decline. There was also an emphasis on being a part of a specialty group, not just as an LMFT, but for other professions as well.

Leon Webber, Chair, called for a short break at 10:20 a.m.

The Board went back on record at 10:24 a.m.

Agenda Item 5 Board Business

Time: 10:24 a.m.

After the break, Mr. Webber asked the Board to touch on Ms. Carrillo’s question during break regarding issuing military licenses for portability of military families. Ms. Carrillo explained that there is already a statutory authority, which the Board needs to incorporate to their statutes and regulations. Ms. Carrillo went over the letter that Sara Chambers, Division Operations Manager, has sent to the Board in July 2013 regarding the signing of House Bill 84. The HB 84 signed by former Governor Sean Parnell, allows those in military service to use their military training, service, and education required to account towards temporary application license. Ms. Carrillo stated that the Board of Marital and Family Therapy was on the list of professions affected by the Bill. Ms. King recalled that the Board had a previous discussion on the issue, wherein it was determined that there is not a specific training in the military applicable or that would meet the criteria to be a licensed Marital and Family Therapist, and pondered on what training would be accounted to be licensed. Mr. Webber suggested that this should be further discussed on their next meeting, as he believed that this is important to the Board.

Agenda Item 7 National Association Updates

Time: 10:27 a.m.

With the agreement that the issue regarding military license portability will be added to the agenda of their next meeting, Mr. Webber returned to the national association updates. Mr. Webber attended three conferences, and provided an update for the American Marital and Family Therapy Regulator Board (AMFTRB) conference he attended. Mr. Webber stated that the AMFTRB stressed on the topics of teletherapy and tele-supervision, adding that most States were concerned, specifically on the possibility of an individual practicing across States without an appropriate license. Mr. Webber suggested looking into the guidelines that they initially drafted and write it in the language to be included in the Board’s Statutes and Regulations in accordance with the passing of SB 74.

Mr. Webber expressed his gratitude for going to the conferences in lieu of the Board, as he deemed that it was of necessity, especially in regards to teletherapy, in accordance with SB 74.

After Mr. Webber's national association updates, the Board moved forward to discussing their Old Business. Mr. Webber asked Ms. Aguero to help with drafting the statutes and regulations in regards to teletherapy, as she is experienced with the law interpretation. Mr. Webber stated that since they already have teletherapy guidelines, the Board should be ready to draft the regulations.

TASK:

Mr. Webber and Ms. Aguero will meet to draft regulations in accordance with the teletherapy guidelines that the Board has initially proposed.

The Board continued to discuss on the number of hours required and the approved supervisors under AS 08.63.100. Mr. McCarty recalled that in one of the previous meetings, the Board had already approved adding the "concurrent" language in regards to the number of hours being supervised. Ms. Carrillo reiterated that adding the "concurrent" language does not need to be a statutory change, as that requirement can be included in their regulations. The Board recalled that they have previously submitted the proposed change, but was returned and referred to as a statutory change. Ms. Carrillo explained that the proposal that she recalled being returned was regarding the changes in supervision, under AS 08.63.120, but not in regards to the concurrent language. The Board agreed to find more information and look for more correspondence regarding this, and add as part of their discussion on their next meeting. The Board also discussed the possibility of requiring Licensed Marital and Family Therapists to have liability insurance.

With Mr. McCarty's suggestion, and as approved earlier during the Review Agenda item, the Board proceeded to the review and re-approving of the Board's recommended Statutory changes as part of their position statement to be presented during the legislative session, as well as to add under the Goals and Objectives.

Upon a motion duly made by Kenneth McCarty, seconded by JoAnn Young, and approved unanimously, it was:

RESOLVED to re-approve the statute proposal recommendation that Marital and Family Therapy licensees must have liability insurance with the proviso for regulatory investigations fee of at least a total of \$30,000.

Upon a motion duly made by Kenneth McCarty, seconded by JoAnn Young, and approved unanimously, it was:

RESOLVED to re-approve that the Marriage and Family Therapy licensees be included in Title 47 under AS 47.07.030.

Upon a motion duly made by Kenneth McCarty, seconded by Linda King, and approved unanimously, it was:

RESOLVED to re-approve the Board's stance to amend AS 08.63.100 (c)(i) as: practice marital and family therapy, including 1500 supervised clinical contact hours of contacts with couples, individuals, and families; and AS 08.63.100(c)(ii) as: been supervised concurrently during clinical contact for at least 200 hours including 100 hours of individual supervision and 100 hours of group supervision approved by the Board.

TASK:

Mr. McCarty will e-mail a copy of the language of the motions re-approved by the Board.

Agenda Item 9

New Business

Time: 11:00 a.m.

Mr. Webber, Chair proceeded to the next agenda item, New Business. Ms. Carrillo previously emailed the Board about a few possible statutory and regulatory changes that they would need to address. Ms. Carrillo asked the Board to review the regulations regarding Associate hours under 12 AAC 19.200(f) as it seems restrictive, which could potentially stifle license growth. Ms. Carrillo explained that although it is under the regulations, there might be a need for a statutory change due to the restriction coming from AS 08.63.110(b)(1), stating that the associate needs to be supervised by a licensee from Alaska. Mr. Webber suggested adding this in the Agenda on the special meeting that they were planning to have, and asked Ms. King to provide her input regarding the matter.

TASK:

Ms. King will provide an input and recommendation in regards to the portability for Associate license applications, specifically on AS 08.63.100 and AS 08.63.110.

Ms. Carrillo verified to the Board, after speaking with the Division's Regulations Specialist, Jun Maiquis, that the Board does not need statutory change, in regards to the number of hours and concurrent language.

The next matter that the Board reviewed was from AS 08.63.100 (B), regarding the qualifications for applying as an LMFT for the State. Ms. Carrillo asked how to distinguish between "marital and family therapy" and "marital and family therapy studies." Mr. McCarty suggested that the examiner should request for the syllabus or course catalogs to

as a means to verify, should there be any confusion when reviewing an applicaiton.

The Board then moved to the review of the Continuing Education requirements. Ms. Carrillo stated that the qualifications are too broad. Ms. Carrillo drafted a check sheet that exhibits how the regulations reads, showing that the Board can accept any course, even from “other disciplines,” as stated in 12 AAC 19.320(b)(6). Ms. Carrillo expressed her concern on how the Board can justify an application denial, for instance, with the qualifications being too broad. Mr. McCarty stated that it is under the Board’s discretion to approve or deny any application. Ms. Aguero explained that Ms. Carrillo was explaining that the qualifications are too open-ended, suggesting that the Board should narrow it down to avoid being too arbitrary.

Mr. Webber suggested that all of the statutes and regulations that were recommended to be reviewed and changed should be added in the agenda of the special meeting that the Board will be having before their in-person meeting.

Agenda Item 5 Old Business Time: 11:50 a.m.

After reviewing statutes and regulations under New Business, Mr. Webber asked Mr. McCarty to provide the last motion to be re-approved to be added to Board’s position statement and Goals and Objectives.

Upon a motion duly made by Kenneth McCarty, seconded by Linda King, and approved unanimously, it was:

RESOLVED to add under AS 08.63.100 (C): (iii) conducted by a State of Alaska licensed supervisor of Marriage and Family therapist, Social Workers, Professional Counselors, Psychologists, psychiatric Advanced Nurse Practitioners, or Psychiatrists.

TASK:

The examiner will forward a copy of the re-approved motions to Mr. Webber.

TASK:

Mr. Webber will draft and sign a letter to be sent to the legislators during session.

Agenda Item 10 Lunch Time: 12:00 p.m.

Off record at 12:00 p.m.

On record at 1:31 p.m.

Agenda Item 11 Budget Report/Division Updates

Time: 1:30 p.m.

Martha Hewlett joined the room at 1:31 p.m.

Martha Hewlett left the room at 1:39 p.m.

Janey Hovenden joined the room at 1:41 p.m.

Janey Hovenden left the room at 1:45 p.m.

After the Lunch break, Mr. Webber announced that Mr. McCarty was attending to an emergency phone call, and will try to return as soon as he can.

Mr. Webber welcomed Ms. Hewlett, the Administrative Officer for the Division, who was asked to present the Board's budget report. Ms. Hewlett stated that the fourth quarter budget report for fiscal year 2016 has not been finalized, due to the front desk team being short staffed and the State using a new accounting system, IRIS, during the past year. Ms. Hewlett asserted that the reports will be ready soon, and will be distributed to the Board immediately. Ms. Hewlett stated that she emailed Dawn Hannasch, Records and Licensing Supervisor, the investigative expenses, both direct and indirect expenses from FY 2010-2015, which the Board has received a copy of. Mr. Webber asked Ms. Hewlett to provide the Board with more information regarding investigative costs. Ms. Hewlett stated that the Board did not have too much investigative costs, and explained that there has been a decrease overall due to the new system that the Investigative Unit has been using for the past year. Ms. Hewlett stated that on the third quarter budget report of the Board, there were no legal costs or formal administrative hearings, as no matters were elevated to that level, for that quarter. Ms. Hewlett read the Board's personal services breakdown, wherein the amount paid to the Board's assigned investigator, Sonia Lipker, totaled to \$1,108.99. Ms. Hewlett also stated that the Board paid the services of another investigator, Michelle Wall-Rood, who spent under half an hour, equating to \$13.72, as well as to the Division Paralegals I and II, Charles Ward and Marilyn Zimmerman, which totaled to \$796.91 and \$28.78 respectively. Ms. Hewlett explained that the Division Paralegals only work for the Board during continuing education credit reviews. Mr. Webber thanked Ms. Hewlett for providing the Board with the information that they have asked during the last meeting. Mr. Webber also thanked Ms. Hewlett, and expressed his understanding for the delay in providing the current budget report.

After Ms. Hewlett's report, Ms. Hovenden, the Division Director, joined to meeting in lieu of Ms. Chambers, the Division Operations Manager. Ms. Hovenden explained that Ms. Chambers had a sudden training that she needed to attend, leading to her absence in the meeting. Ms. Hovenden expressed her support for the Board, and welcomed any questions

that the Board wanted to address. Mr. Webber thanked Ms. Hovenden for her courtesy and support to the Board, and wished to extend his gratitude to Ms. Chambers as well.

Agenda Item 11 Public Comment

Time: 1:45 p.m.

There was no one from the public present.

Agenda Item 12 Correspondence

Time: 1:47 p.m.

There was no correspondence that the Board needed to address. Mr. Webber asked Ms. Zaguirre to forward any mail, such as invitations for conferences, and important letters to the Board. Mr. Webber asked Ms. Zaguirre to continue the amount of reciprocity that Ms. Carrillo had maintained for the Board, to which Ms. Zaguirre favorably obliged to.

Agenda Item 13 Administrative Business

Time: 3:27 p.m.

Chair, Mr. Webber proceeded to reviewing the Board's Task List from the previous meeting.

Task List

Mr. Webber asked Ms. Zaguirre to read the task list from the previous meetings from June 10th and July 20th, 2016, for the Board to address. The Board agreed that all tasks from the previous meetings have been accomplished.

Set Meeting Dates

With the new legislative session approaching, the Board has decided to have a special teleconference meeting to draft statutory changes that they aim to present to the legislators before their next meeting in January. The Board agreed to meet on December 9th via Teleconference to draft the language for the proposed statutory changes. Mr. Webber and Ms. Aguero have scheduled to meet before the special teleconference to review and discuss the statutory and regulatory changes that the Board seeks to implement. The Board has also settled to arrive a day before their meeting on January 27th, to present the changes that they would be drafting to the legislators in-person.

TASK:

Mr. Webber and Ms. Aguero will meet to review and discuss the statutory and regulatory changes that the Board approved to be recommended.

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

RESOLVED to have a special meeting on December 9th, 2016 from 8:00 am-12: p.m. to discuss statute and regulations changes.

RESOLVED to have the Board's scheduled in-person meeting on January 27th in Juneau, arriving on the night of the 25th, to conduct legislative business on the 26th.

TASK:

The examiner will secure a room in Anchorage and Juneau offices for the December 9th teleconference.

TASK:

The examiner will submit a travel request and reserve a room in Juneau for the January 27th in-person scheduled meeting.

Agenda Item 14 Adjourn

Time: 3:32 p.m.

After finalizing the dates of the next meeting, the Board did not have any more discussions.

On a motion duly made by JoAnn Young, seconded by Dorothea Aguero and approved unanimously, it was:

RESOLVED to adjourn the meeting at 2:30 p.m.

Respectfully Submitted by:

Aiko Zaguirre, Licensing Examiner

Approved by:

Leon Webber, Chair