

Melissa Dumas clarified the process of the fee analysis to the board.

Director McCullough explained that the licensure fees changed two years ago. While the division proposed a fee increase, there was some push back from the board. As there was not a substantial increase during the last biennial renewal, the division is looking at another increase. A few years ago this board had a generous surplus, but over the years there have been huge chunks of finances being expended. This has put the board in a deficit position.

Director McCullough indicated she is uncomfortable with a huge increase, but there will need to be substantial change to change tides and put you in place you need to be, even 6 years out. The division would recommend having a years' worth of expenses in surplus - roughly 3 renewals from now.

Records and Licensing Supervisor, Ms. Childress, commented that the Alaska Board of Social Work has a filing fee for the Continuing Education Provider Approval form, which the Marital and Family Therapy Board does not have.

Nicole Jenkins commented, noting her support for initiating a filing fee for the Continuing Education Provider Approval form.

Natalie Lewis commented, also noting her support.

Dorothea Goddard-Aguero commented, stating that increasing the license fee will be the most guaranteed way of ensuring revenue. Ms. Goddard-Aguero added that, during the last fee analysis, the board went with half of what was recommended. With the number of new licensees being so low, and with little probability of this number increasing, the board needs to seriously consider a change to licensing fees.

Leon Webber commented, noting the board has always supported charging fees for Continuing Education applications. Mr. Webber added that he recalled there being a problem on whether or not the board could do so within our Statutes and Regulations. Mr. Webber also added that he hopes the board will figure out how to do that with the Division's assistance.

Mr. Webber added that he remembered the board supporting the Division's proposed increase during the last fee analysis, and not decreasing them. He clarified that he did not remember the board negotiating half, and that he thought the board left the final decision with the division to determine. An increase will upset a lot of Licensed Marital and Family Therapists, but having licensure is more important. Mr. Webber completed his statement noting support of adopting a continuing education provider approval fee and support of the fee increase, even though it's not light.

Leon Webber commented on HB30, stating that it adds new personnel. He asked clarification as to what the expense will be for this. Mr. Webber asked if this was in relation to HB280.

Director McCullough addressed Mr. Webber's inquiry - HB280 is your extension bill. The legislature used HB280 as a vessel to carry another bill. Ms. McCullough added that HB280 had the Alaska State Medical Board's streamlining language from SB108, which will affect only the Medical program. The costs won't be incurred directly from the Marital and Family Therapy program. Ms. McCullough also added she will research if the board has the authority to charge for CE credit fees. This would have nominal effect for the program.

Ms. McCullough added, the board has recommended an increase to the license fees that exceeds the division's proposed recommendations. Even so, the Division may still support this exceedingly large increase, as you won't be in a position that you should be in for another 6 years. The changes should hopefully bring you into compliance with those expenses 2 years earlier.

Ms. Goddard-Aguero commented in supports of reducing travel expenses. Since the Division and this board specifically are pinching pennies and are looking for extra ways to remove any deficit, we should look at the possibility of reducing travel expenses. Ms. Goddard-Aguero added that she doesn't see any reason to go to Juneau, or why legislative contact can't be done via teleconference. It seems like a bit of a luxury with the board's limited revenue. Ms Goddard-Aguero noted she would like to make motion to approve the fee analysis as proposed by Division.

Ms. Childress informed Ms. Goddard-Aguero that she cannot make a motion as she is the board chair.

Mr. Webber asked Ms. Dumas to state the proposed fee change to clarify his understanding prior to making a motion.

Ms. Dumas explained the contents for the divisions proposed increase:

<i>Application/Form Type</i>	<i>Current Fee</i>	<i>Divisions Proposal</i>
Initial Application	\$200	\$500 (\$300 increase)
New MFT License	\$800	\$1,250 (\$450 increase)
Renew MFT License	\$800	\$1,250 (\$450 increase)
Associate License (Nonrenewable)	\$500	\$600 (\$100 increase)
Temporary License	\$200	\$300 (\$100 increase)

Ms. McCullough commented on HB90. This bill got withdrawn last year; it was a vehicle that would have taken small programs like this and removed the investigative volatility out of fee setting that would go into an investigative pool to pay for legal fees, investigations unit, investigative expenses etc. Unfortunately some of the larger programs were vocally opposed to this bill. They have numbers where slight increases to fees go a long ways, and felt costs should be controlled themselves and that expenses should be self-supported. For programs like this, moving in that direction would be ideal because one particularly bad investigative case could have huge detrimental effect on the board's financial standing.

Ms Goddard-Aguero commented that there's no option but to increase fees. The expenses incurred by the board will not be covered by the current incoming revenue.

On a motion duly made by Natalie Lewis, seconded by Nicole Jenkins, and approved unanimously, it was

RESOLVED to accept the Divisions proposed fee increase as follows:

- **Initial Application - \$500 (\$300 increase)**
- **New MFT License - \$1,250 (\$450 increase)**
- **Renew MFT License - \$1,250 (\$450 increase)**
- **Associate License - \$600 (\$100 increase)**
- **Temporary License - \$300 (\$100 increase)**

Melissa Dumas, Administrative Officer exited the meeting at 9:54 a.m.

Marylene Wales, Accountant III exited the meeting at 9:54 a.m.

Janey McCullough, Division Director exited the meeting at 9:54 a.m.

Agenda Item #5 Investigative report

Sonia Lipker, Senior Investigator joined the meeting at 9:58 a.m.

Ms. Lipker is the Senior Investigator for all health care matters, and is temporarily filling in for Investigator, Autumn Roark.

Sr. Inv. Lipker reviewed the investigative report for the period of March 22nd, 2017 through May 22nd, 2018. The Division opened zero (0) matters and closed zero (0) matters. Two (2) matters remain ongoing and/or under active investigation.

The board noted no questions regarding the investigative report.

Ms. Childress asked Sr. Inv. Lipker to give a brief overview of the investigations unit and the investigative process for the new licensing examiner, Kelly Mills and for our newer board member, Natalie Lewis.

Sr. Inv. Lipker explained the process for the investigations. Whenever potential complaints are received, Autumn Roark is assigned to review the complaints.

Once received, there are a few ways for us to review the complaint:

1. Through licensing. If there's a discrepancy on application it is referred to investigator to see if that person may have completed their app w/ intent to deceive or fraud the board.
2. Complaints from the public
 - a. Individuals can access request for contact form on our website where people fill out basic information to initiate complaint on our end.
 - b. People can call; maybe they've been working with a Licensed Marital and Family Therapist who might be violating the Statutes and Regulations.
3. Complaints from facilities or other licensed practitioners who believe someone might be violating the Statutes and Regulations jurisdictional to your board

Once that information received, they gather as much info from complainant. Also contact respondent (individual subject to investigation). Job as inv. is to collect as much info as possible. Once we have all adequate info that we can gather then we go ahead and contact a licensed board member to review any info we have so far. We ask for licensed vs. public member so the reviewer is fairly knowledgeable in the area that they are reviewing. We appreciate public members and do not wish to discredit you, but we do need that to be reviewed by a licensed member.

Reviewing member will review and determine if jurisdictional to the board. Reviewing member might need more info or have enough info to make a recommendation. They can recommend anything from case being closed w/o a violation to proposing new statutes or regulations. They can recommend that the case be closed with a letter of advisement (no license action) - all the way to a consent agreement where the board member can recommend that the person receive CE hours, etc. - If issue with substance abuse could put licensee on probation with some sort of substance abuse monitoring. Also could recommend all the way up to license revocation. Usually will give precedence or historic info to provide members with appropriate tools to make informed decision.

Natalie Lewis asked Sr. Inv. Lipker, with the two (2) ongoing investigations happening - are these two people licensed and practicing?

Sr. Inv. Lipker clarified that yes, they are licensed. There is a potential violation of professional ethics. No action can be completed until an investigation or complaint is over/closed. No action can be on their license until the case is reviewed by the board (if any action is needed). One case is still gathering interviews - still has people that need to be interviewed. They will both be needing full board review.

The board had no further comments or clarifying questions.

Sonia Lipker, Senior Investigator exited the meeting at 10:07 a.m.

Break at 10:08 a.m.

Back from break at 10:15 a.m.

Agenda item #6 **2018 Annual Report**

Ms. Childress presented the 2018 Annual Report Draft to the board for review.

The board discussed the budget recommendations, specifically the In-State Travel section in the 2018 Annual Report. The board agreed that the meetings should be held via teleconference in an effort to reduce expenses incurred by the board.

On a motion duly made by Nicole Jenkins, seconded by Natalie Lewis, and approved unanimously, it was

RESOLVED to accept the changes to the 2018 Annual Report Budget Recommendations section.

The board discussed the Out-of-State Travel section.

Leon Webber commented on the American Association for Marriage and Family Therapy and the Association of Marital & Family Therapy Regulatory Boards annual conferences. Mr. Webber proposed not attending the AAMFT Annual Conference, and to send both Nicole Jenkins and Karen Cunningham to the AMFTRB Annual Conference instead.

Nicole Jenkins asked for clarification. The board has always sent someone to AAMFT conference - why was it chosen to always attend? What determined why attendance at this conference is no longer needed?

Leon Webber responded to Ms. Jenkins that he recalled a former board member attended. AAMFT has fragmented in past and broken into divisions. Meetings sometimes have little to do about board business and what we're about.

Nicole Jenkins responded to Mr. Webber that, given that we are trying to be financially frugal, she doesn't see the need or benefit of sending two of us to the AMFTRB & CLEAR conference. Ms. Jenkins also added that she thought one person attending would be fine.

Ms Goddard-Aguero commented that the board has to be mindful given that we're asking licensees to pay more expenses, we have to be frugal about expenses. While it may be ideal, the board has to be mindful of budget constraints.

Natalie Lewis commented that, being unfamiliar with the conference she would be interested in seeing the conference agenda.

Nicole Jenkins commented in support of Karen Cunningham's email for proposed legislation.

On a motion duly made by Nicole Jenkins, seconded by Natalie Lewis, and approved unanimously, it was

RESOLVED to accept the 2018 Annual Report as amended.

Agenda item #7 **Regulations Project – SB105**

Janey McCullough, Division Director joined the meeting at 10:57 a.m.

The board discussed the regulations project to implement the changes effected by SB105.

Records and Licensing Supervisor, Ms. Childress, explained that the regulations are effective on 1/1/2019. The board's latest due date to have the proposed regulations submitted to the Regulations Specialist is August 1st, 2018.

For clarify, Ms. Childress informed the board that the amendment was not sponsored prior to the bill passing; subsequently, the board-approved supervisor application requirements stating the applicant must be licensed under AS 08.63 has not been removed. Potential supervisors for individual supervision are still required to be licensed under AS 08.63. Fortunately, the group supervision requirements were expanded to include additional license types as applicable supervisors, so long as the individual holds an Alaska license.

Jun Maiquis, Regulations Specialist, Joined the meeting at 11:15 a.m.

Director McCullough recommended that the board think about what requirements a supervisor should have to meet in order to be able to provide group supervision.

Leon Webber commented that he would want the supervisors providing group supervision to have the same requirement of 5 years' experience practicing as a marital and family therapy.

Ms. Childress proposed using the language under 12 AAC 19.210(a), but with a few changes as follows:

- Insert the language "for individual supervision" under 12 AAC 19.210(a) to read:
The board will approve a person to be an approved supervisor for individual supervision under this chapter if the applicant submits
- Change the reference in 12 AAC 19.210(c) to read:
If a person does not maintain approval as an approved supervisor under AS 08.63.120 and this section because of noncompliance with the continuing education requirements of (c) of this section, the person may apply to the board for reinstatement of the approval.
- Insert the language under 12 AAC 19.210(c)(2) to read:
complies with the requirements of AS 08.63.120 and (a)(2) and (3) or (b)(2) and (3) of this section
- Change 12 AAC 19.210(b) to (c)
- Change 12 AAC 19.210(c) to (d)
- Insert a new section as (b) to read:
(b) The board will approve a person to be an approved supervisor for individual supervision under this chapter if the applicant submits
 - (1) a complete, notarized application on a form provided by the department;
 - (2) holds a license as described under 08.63.120(2)(A)-(F).
 - (3) documentation of having practiced as a licensed marital and family therapist for five continuous years; and
 - (4) documentation of having completed at least six contact hours of education related to the practice of supervising a marital and family therapist within the last two years.

Natalie Jenkins commented in support of the outline presented by Ms. Childress where group supervision would have application process and requirements. Ms. Jenkins noted she would support using similar language, as they would be held to the same standard as other supervisors.

Jun Maiquis commented that the board could submit this regulation project with the drafted teletherapy regulations to help absorb expenses.

On a motion duly made by Leon Webber, seconded by Nicole Jenkins, and approved unanimously, it was

RESOLVED to accept the proposed regulation changes to 12 AAC 19.210 to read as follows:

12 AAC 19.210. APPROVED SUPERVISORS. (a) The board will approve a person to be an approved supervisor for individual supervision under this chapter if the applicant submits

- (1) a complete, notarized application on a form provided by the department;
- (2) verification of a current license under AS 08.63.100 to practice marital and family therapy;
- (3) documentation of having practiced as a licensed marital and family therapist for five continuous years; and
- (4) documentation of having completed at least six contact hours of education related to the practice of supervising a marital and family therapist within the last two years.

(b) The board will approve a person to be an approved supervisor for individual supervision under this chapter if the applicant submits

- (1) a complete, notarized application on a form provided by the department;
- (2) holds a license as described under 08.63.120(2)(A)-(F).
- (3) documentation of having practiced as a licensed marital and family therapist for five continuous years; and
- (4) documentation of having completed at least six contact hours of education related to the practice of supervising a marital and family therapist within the last two years.

(c) To maintain approval under AS 08.63.120 and this section, a supervisor shall document at the time of license renewal that during the concluding license period the supervisor completed at least two contact hours of continuing education related to the practice of supervising a marital and family therapist. A supervisor may also include those two contact hours of continuing education in the total continuing education contact hours required for license renewal in 12 AAC 19.310.

(d) If a person does not maintain approval as an approved supervisor under AS 08.63.120 and this section because of noncompliance with the continuing education requirements of (c) of this section, the person may apply to the board for reinstatement of the approval. The board will reinstate the approval if the applicant

- (1) submits
 - (A) a complete, notarized application on a form provided by the department; and
 - (B) documentation of compliance with the continuing education requirements of (c) of this section; and
- (2) complies with the requirements of AS 08.63.120 and (a)(2) and (3) or (b)(2) and (3) of this section

Agenda item #8 **Public Comment**

Public comment opened at 1:30 p.m. No persons present for public comment.

Agenda item #9 **Meeting Adjourned**

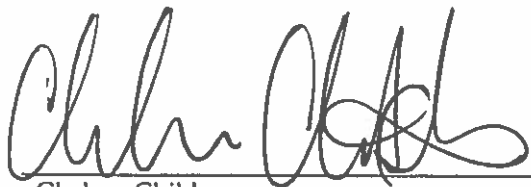
With no further business to discuss, a motion was made to adjourn the meeting.

On a motion duly made by Nicole Jenkins, seconded by Natalie Lewis, and approved unanimously, it was

RESOLVED to adjourn the Alaska State Board of Marital and Family Therapy.

Adjourned at 11:39 a.m.

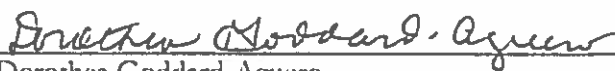
Respectfully Submitted By:



Chelsea Childress
Records and Licensing Supervisor
State of Alaska, DCCED, CBPL

10/17/2018

Date



Dorothea Goddard-Aguero
Board Chairperson
Alaska State Board of Marital and Family Therapy

10-16-18

Date