



# ALABAMA BOARD OF EXAMINERS IN MARRIAGE AND FAMILY THERAPY

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## MINUTES Board Meeting August 28, 2020

The Alabama Board of Examiners in Marriage and Family Therapy met on Friday, August 28, 2020 at the Board's office in Montgomery to conduct Board business. The meeting was held virtually during the COVID 19 State of Emergency. Members present on the video-conference call were Dr. Luciana Silva (Board Chair), Mr. Douglas Cooke (Vice Chair), Dr. Mark Westfall (member), Ms. Raven Pyle (member) and Dr. Karley Downs (member). Also present on the call was Ms. Bettie Carmack (Board Legal Counsel). Participating in the meeting onsite were Mr. Keith Warren (Executive Director), Ms. Hope Childers (Board Administrator) and Ms. Renee' Reames (recording secretary).

The regularly scheduled meeting was advertised on the Board's website, [www.mft.alabama.gov](http://www.mft.alabama.gov), and the Secretary of State's website, [www.sos.alabama.gov](http://www.sos.alabama.gov), in accordance with the Alabama Open Meetings Act.

The meeting was called to order by Dr. Silva, Board Chair, at 10:00 a.m. and welcomed everyone participating in the meeting.

Mr. Warren called Board roll and announced that all members were present on the call to conduct business.

Chairperson Silva presented the April 24, 2020 Board meeting minutes for the Board's approval. A copy of the minutes was provided to the Board prior to the meeting for their review. Dr. Westfall made a motion to approve the April meeting minutes, with the grammatical correction of verb tense on page 1. The motion was seconded by Dr. Downs and unanimously approved by the Board.

Chairperson Silva commenting on her term expiring in January 2021. Mr. Warren explained that he would notify the appointing authority and that Board members were eligible to serve until a new appointment had been made by the Governor.

Mr. Warren presented the Executive Director's Report and reviewed the financial activities of the Board for the period ending July 31, 2020. The financial report also included a line item summary of expenses for the same period. He reminded the members that Board travel was not incurred while having virtual meetings, resulting in a financial savings. The Board commented on the good management of funds and no usual costs were expected in the upcoming fiscal year. Mr. Warren reported on the total number of licensees (#424), along with the total number of complaints received during FY 2020 (copy of the report available for review in Official Book of Minutes). Mr. Warren reported that, in reviewing previous reports, no historical data was available to compare the number of licensees. Dr. Westfall made the motion to approve the financial report as presented. The motion was seconded by Mr. Cooke and was unanimously approved by the Board.

Mr. Warren reminded the members about the upcoming Sunset Committee meeting scheduled October 22, 2020 at 11:30 a.m., indicating that all members were encouraged to participate in this virtual meeting. The Board discussed findings from the recent audit. The Board discussed diversity in the Board's composition. Mr. Warren reported on a 2006 finding that had been cited again concerning licensing categories that the Board lacked statute authority in licensure. He reported that the Board's statute had been amended in 2006, but this licensure change was not made. He indicated that the Board could correct this finding through legislative change again. Mr. Warren reported that he would present a draft of legislative changes at the November Board meeting. The Board discussed having a Board meeting prior to the Sunset Committee meeting.

Mr. Warren presented the Administrator's Report listing activities performed by the staff since the last Board meeting, along with a list of new licenses issued (reports available for review in Official Book of Minutes). Ms. Childers reported that the renewal period would begin October 1, 2020 and she presented a list of new licensees.

Ms. Carmack indicated that she had no new business to discuss with the Board for the Legal Counsel Report.

Chairperson Silva presented for final adoption Rule 536-X-1-.01 Definition of Terms. Mr. Warren reported that the Rule had been published and no comments were received from the public. Mr. Cooke made a motion to approve Rule 536-X-1-.01 as a Final Rule. The motion was seconded by Dr. Westfall and unanimously approved by the Board.

Chairperson Silva presented for final adoption Rule 536-X-10 Complaint Procedures. Mr. Warren reported that the Rule had been published and no comments were received from the public. Mr. Warren reminded the members that this Rule was created as a result of an audit finding. The Board discussed the process concerning the appointment of a Board member and agreed that the Executive Director would appointment the Board member to review the case. Dr. Downs made a motion to approve as a final Rule 536-X-10 as amended. The motion was seconded by Dr. Westfall and unanimously approved by the Board.

Chairperson Silva presented for final adoption Rule 536-X-10-.01 Application for Spouses of Active Duty Military Personnel. Mr. Warren reported that no comments were received from the public. Ms. Pyle made a motion to approve Rule 536-X-10-.01 as a Final Rule. The motion was seconded by Dr. Westfall and unanimously approved by the Board.

Chairperson Silva presented amendments to Rule 536-X-8-.09 Technology-Assisted Training/Education Requirements of Profession. She reminded the members of previous discussions about modifying the training hours if conducting teletherapy services. She reviewed the proposed changes to reduce the training hours in teletherapy and changes in supervisor, associate and LMFT training. Following the discussion by the Board, Mr. Cooke made the motion to approve the proposed changes to Rule 536-X-8-.09 as presented. The motion was seconded by Dr. Downs and unanimously approved by the Board.

Mr. Warren presented for the Board's approval the annual renewal of the Administrative Services Contract with Warren & Company, Inc. Mr. Warren reviewed the financial terms of the contract. Dr. Westfall made the motion to approve the contract for one year with no changes. The motion was seconded by Mr. Cooke and unanimously approved by the Board.

Mr. Warren reported that there were no applications to review. The deadline was October 9, 2020 and would be presented at the next Board meeting.

Chairperson Silva announced that the next meeting of the Board was scheduled for Friday, October 23, 2020 at 10:00 a.m. She recommended the Board meet prior to the upcoming meeting with the Sunset Committee scheduled on October 22. The Board unanimously agreed to reschedule the Board meeting to October 16, 2020 at 10:00 a.m.

With no further business to discuss and Chairperson Silva adjourned the meeting at 11:02 a.m.

Respectfully submitted,

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Dr. Luciana Silva  
*Board Chair*

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Keith E. Warren  
*Executive Director*

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