



ALABAMA BOARD OF EXAMINERS IN MARRIAGE AND FAMILY THERAPY

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MINUTES Board Meeting October 16, 2020

The Alabama Board of Examiners in Marriage and Family Therapy met on Friday, October 16, 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) and Mr. Mike Weeks (legislative liaison). 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, and the Secretary of State's website, www.sos.alabama.gov, in accordance with the Alabama Open Meetings Act.

The meeting was called to order by Dr. Silva, Board Chair, at 10:02 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 August 28, 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 August meeting minutes as presented. The motion was seconded by Dr. Downs and unanimously approved by the Board.

Chairperson Silva commented on preparing remarks for the upcoming meeting with the Sunset Committee and Mr. Warren to summarize the Board's activities since the last Sunset review. Mr. Warren reported that he was working with the Alabama Legislative Service to prepare draft legislation to correct the licensing categories in the statute and create a fee schedule and working on historical data for the Sunset Committee. The Board discussed the 2006 legislative changes that was intended to correct the licensing category issues.

Mr. Warren presented the Executive Director's Report and reviewed the financial activities of the Board for the period ending September 30, 2020. The financial report also included a line-item summary of expenses for the same period. He commented on the efforts to keep expenses down to improve the Board's fund balance. Mr. Warren reported on the total number of licensees (#433), along with the total number of complaints received during FY 2020 (copy of the report available for review in Official Book of Minutes). 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. The Board discussed having a chart to forecast budgeting for the licensure renewal cycle and Board expenditures.

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 commented on the licensing renewal period that began on October 1, 2020.

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

Mr. Warren presented a list of proposed dates for the Board to meet in 2021. Dr. Westfall made a motion to approve the meeting dates as presented: January 22, April 23, July 23 and October 22, 2021. The motion was seconded by Ms. Pyle and unanimously approved by the Board.

Ms. Childers presented a list of applicants for the Board's approval, consisting of two (2) Associates, three (3) LMFT, and one (1) Supervisor In-Training. Mr. Cooke made the motion to approve the applications as presented. The motion was seconded by Dr. Downs and unanimously approved by the Board.

Chairman Silva reported that the annual election of Board officers was due. Mr. Warren conducted the election. Mr. Cooke nominated Dr. Silva to continue as Board Chair. The nomination was seconded by Ms. Pyle. There were no other nominations from the floor and the nomination of Dr. Silva as Board Chair was unanimously approved by the Board.

Dr. Westfall nominated Mr. Cooke to continue as Board Vice Chair. The nomination was seconded by Ms. Pyle. There were no other nominations from the floor and the nomination of Mr. Cooke as Board Vice Chair was unanimously approved by the Board.

Chairperson Silva announced that the next meeting of the Board was scheduled for Friday, January 22, 2021 at 10:00 a.m. She reminded the members about calling in at 11:00 a.m., 30 minutes early, for the 11:30 a.m. virtual meeting with the Sunset Committee scheduled on October 22, 2020.

With no further business to discuss and Chairperson Silva adjourned the meeting at 10:50 a.m.

Respectfully submitted,

Dr. Luciana Silva
Board Chair

Keith E. Warren
Executive Director

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