



# ALABAMA BOARD OF EXAMINERS IN MARRIAGE AND FAMILY THERAPY

2777 ZELDA ROAD • MONTGOMERY, ALABAMA 36106

PHONE: (334) 395-7455 • FAX: (334) 409-9232

WWW.MFT.ALABAMA.GOV

## MINUTES

### Board Meeting

August 18, 2023

The Alabama Board of Examiners in Marriage and Family Therapy met on Friday, August 18, 2023, at the Board's office located at 2777 Zelda Road in Montgomery. Members present were Mr. Douglas Cooke (Board Chair), Dr. Karly Downs (Board Vice Chair), and Dr. Samuel Jones (member), Dr. Timothy Nichols (member) and Dr. Raven Pyle Livingston (member). Others attending were Mr. Keith Warren (Executive Director), Ms. Laura Howell (Legal Counsel), and Ms. Renee' Reames (recording secretary). Guests attending were Ms. Shay Robinson with the Alabama Association of Marriage and Family Therapy and Ms. Claire Austin with The Austin Group.

The regular 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.

### CALL TO ORDER

The meeting was called to order at 10:04 a.m. by Mr. Cooke, Board Chair.

Mr. Warren called member roll and reported that a quorum of the members was present to conduct business. Mr. Cooke welcomed everyone in attendance.

### APPROVAL OF AGENDA

Chairperson Cooke presented the agenda for the August 18, 2023, Board meeting. A copy of the proposed agenda was provided to the Board prior to the meeting for their review. Dr. Downs made a motion to approve the meeting agenda as presented. The motion was seconded by Dr. Jones and unanimously approved by the Board.

### APPROVAL OF MINUTES

Chairperson Cooke presented the June 2, 2023, Board meeting minutes, along with the minutes from the special/called meetings held on April 14, 2023, and July 14, 2023. A copy of the minutes from the three meetings was provided to the Board prior to the meeting for their review. Dr. Nichols made a motion to approve the June meeting minutes, April special/called meeting minutes and July special/called meeting minutes as presented. The motion was seconded by Dr. Livingston and unanimously approved by the Board.

### REPORTS

Report by Board Chair: Chairperson Cooke indicated that he had no report at this time.

Executive Director's Report: Mr. Warren presented the Executive Director's Report and reviewed the Board's financial activities for the period ending July 31, 2023. He also presented a summary of expense obligations vs. budget for this same period. He reported a fund balance of \$98,832.02.

Dr. Downs made the motion to accept the financial report as presented. The motion was seconded by Dr. Jones and was unanimously approved by the Board.

Mr. Warren reviewed the performance activities of the staff since the last regular Board meeting held in June. He reported on the number of licensees by license designations, along with the number of complaints received in FY 2023.

Mr. Warren reported on the meeting with Alabama Medicaid and indicated that Medicaid was reviewing their rules regarding LMFTs being allowed to approve treatment plans for Medicaid patients. The Board asked the ALAMFT to follow-up with Medicaid regarding this matter.

Legal Counsel Report: Ms. Howell reported that the Investigative Committee (IC) had met, and she presented recommendations on the following cases. She reported that Dr. Livingston served on the IC.

- Case 2023-002BR - remained pending;
- Case 2023-007 - remained open; and
- Case 2023.004 - recommendation to offer a consent agreement.

Dr. Nichols made the motion to enter into Executive Session for 10 minutes to discuss the good name and reputation of the Respondent in the complaint case 2023.004. The motion was seconded by Dr. Jones. Ms. Howell certified that the Executive Session could be called for this purpose. Following a roll call vote, the Board voted unanimously in favor of the motion. Chairman Cooke called the meeting into Executive Session at 10:20 a.m. and indicated that the business meeting would resume in approximately 10 minutes.

Dr. Downs made the motion to exit the Executive Session and reconvene the business meeting. The motion was seconded by Dr. Jones and, following a roll call vote, the Board voted unanimously in favor of the motion. Chairman Cooke reconvened the business meeting at 10:40 a.m.

- Dr. Downs made the motion to offer a consent agreement to the Respondent in case 2023-004, to include a 2-year probation, a \$10,000 fine payable over the probationary period, required to attend in-person continuing education (CE) programs for a total of 20 additional CE hours to be obtained during probationary period, cease providing services while unsupervised, Respondent could not count unsupervised hours toward MFT license, must show evidence of obtaining supervisor, and provided a 2 week timeframe to respond to consent offer, and when in full compliance, licensure could proceed. The motion was seconded by Dr. Nichols and following a roll call vote, the motion was unanimously approved by the voting members, with Dr. Livingston abstaining from the vote.

Mr. Warren reported that problems have occurred with licensees not practicing under the name on their license and licensees should notify the Board of changes in their legal name.

RFP for Administrative Services – Ms. Howell reported that the contract for administrative services, approved at the Board's July special/called meeting had a missing clause from the Executive Order, and the revised contract was submitted back to the Contract Review Committee for approval and then to the Governor for approval.

Rules Committee Report – Dr. Downes reported that the Rules Committee was continuing to review the rules for recommendations to the Board.

ALAMFT Report – Ms. Robinson, ALAMFT Secretary, was introduced. She reported on the activities of the Association. She indicated that the ALAMFT would be requesting, in writing, information from the Board on scope of practice, as part of ALAMFT’s response to Medicaid.

**OLD BUSINESS**

Chairman Cooke called for any old business and there were none to report.

**NEW BUSINESS**

Approval of Final Rule 536-X-2 and Final Rule 536-X-6-.01 – Mr. Warren reported that no comments were received regarding the published rule 536-X-2 and 536-X-6-.01. The Board agreed that LMFTA (Licensed Marriage and Family Therapy Associate) should be consistent throughout both of the proposed rules.

**MOTION:** Dr. Nichols made the motion to approve Final Rules 536-X-2 and 536-X-6-.01 as discussed. The motion was seconded by Dr. Livingston and unanimously approved by the Board.

Approval of Applications –Dr. Downs reported that she had reviewed, prior to the Board meeting, nine (9) applications comprised of 3 MFT, 2 intern, 3 Associate and 1 examination request. Dr. Downs recommended approval of 6 applications, indicating 3 other applications were not recommended for approval (list available in Official Book of Minutes):

- DK – conditionally approved as Associate based on submission of missing forms;
- ER – conditional approved as Intern based on submission of missing forms;
- TSN – approved as Intern;
- SB – conditionally approved as LMFT based on submission of missing form;
- BMM – approved as LMFT;
- TSN – approved to sit for exam.

Dr. Downs made the motion to approve the 6 applications as recommended and reviewed. The motion was seconded by Dr. Livingston and unanimously approved by the Board.

Next Board Meeting: Chairman Cooke reported that the next regular meeting was scheduled November 3, 2023, and a reminder notice would be sent to the Board members.

**ANNOUNCEMENTS AND OTHER BUSINESS**

Chairman Cooke and members thanked Mr. Warren and staff for their work in the past in support of the Board.

Adjournment: Chairman Cooke called for other business and there were none.

**MOTION:** Dr. Downs made the motion to adjourn the meeting. The motion was seconded by Dr. Jones and unanimously approved by the Board. Chairman Cooke adjourned the meeting at 11:45 a.m.

Respectfully submitted,



Douglas Cooke  
Board Chair

/rr