



# ALABAMA BOARD OF EXAMINERS IN MARRIAGE AND FAMILY THERAPY

POST OFFICE BOX 240216 • MONTGOMERY, ALABAMA 36124-0216

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

WWW.MFT.ALABAMA.GOV

## Board Meeting Minutes July 26, 2019

The Alabama Board of Examiners in Marriage and Family Therapy met on Friday, July 26, 2019, at the Board office in Montgomery to conduct Board business. Members present were Dr. Luciana Silva (Board Vice Chair), Ms. Angela Nelms-Griffin (member), Dr. Mark Westfall (member) and Mr. Douglas Cooke (member). Dr. Scott Ketring (Board Chair) was not present. Also present were Mr. Keith Warren (Executive Director), Ms. Hope Childers (Board Administrator), Ms. Bettie Carmack (Assistant Attorney General), 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 Vice Chair, at 10:00 a.m. with a quorum of the members present to conduct business.

Dr. Silva presented the May 10, 2019 Board meeting minutes for the Board's approval. Mr. Cooke made a motion to approve the May meeting minutes as presented. The motion was seconded by Ms. Nelms-Griffin and unanimously approved by the Board.

Mr. Warren reviewed the financial activities of the Board as of June 30, 2019. The financial report also included a line item summary of expenses. He reported on the total number of licensees (#385 total), along with the total number of complaints received during FY 2019 (copy of report available for review in Official Book of Minutes). Mr. Warren commented on minimizing expenditures and increased licensing prospects through the revised Board rules on telemedicine and supervisor relationship. Dr. Westfall made the motion to approve the financial report as presented. The motion was seconded by Ms. Nelms-Griffin and unanimously approved by the Board.

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).

Mr. Warren introduced Ms. Bettie Carmack, Assistant Attorney General, as the new legal counsel for the Board. Ms. Carmack indicated that she had no new business to report for the Legal Counsel Report.

Mr. Warren reported that the Final Rules approved at the May Board meeting had been certified and would become effective August 3, 2019. He stated that based on the Alabama Medical Association's comments during the open comment period, affected Rules would be revised and presented for approval. The Board reviewed Rule 536-X-1-.01 Definition of Terms and discussed the inclusion of defining Diagnosis, as a Term. Mr. Warren reported that he would discuss with Dr. Ketring incorporating the statute language in the Rules and present this matter for discussion at the next meeting. Dr. Westfall

made the motion to table further discussion of this matter until the next Board meeting. The motion was seconded by Ms. Nelms-Griffin and unanimously approved by the Board.

Mr. Warren reported that a copy of the Final Rules would be posted on the Board's website.

Dr. Silva reported that renewal of the Administrative Services Contract was due. Mr. Warren explained about the contract renewal process and the rebidding requirements, which include contract specifications approved by the Board. Mr. Warren reminded the Board of the current fee was reduced earlier as a cost-savings measure to the Board. Dr. Westfall made the motion to approval the renewal of the Administrative Services Contract with Warren & Company, Inc. for one year, with no additional changes to the contract. The motion was seconded by Mr. Cooke and unanimously approved by the Board.

Dr. Silva commented on the AAMFT's geographic interest networks (referred to as Geographic Engagement Programs (GEP)), which would approve CE programs. She explained that state associations were being restructured through GEP and AAMFT no longer offered CE-approval services. The Board discussed their rules, which indicated that the Board recognized CE programs that were endorsed by NBCC and other specific groups.

Ms. Childers commented on the Board's procedure in auditing licensees' CE hours. The Board agreed to review at its next meeting its rules to determine if further changes were needed concerning quality CE programs and auditing of licensees' CE hours and if a letter to the GEP on the Board's position was in order.

Applications for the Board's approval were presented by Ms. Childers. The Board reviewed four (4) applications for licensure (list available for viewing in the Board's official Book of Minutes). Following a review and discussion of the applications, Ms. Nelms-Griffin made a motion to approve the applications as presented. The motion was seconded by Dr. Westfall and unanimously approved by the Board.


Mr. Warren discussed with the Board what effect the change in the structure of the state association would have in the Board's appointment process. He indicated that he would discuss this matter with the Governor's office.

Dr. Silva announced that the next meeting of the Board was scheduled for Friday, October 25, 2019 at 10:00 a.m.

With no further business to discuss and Dr. Silva adjourned the meeting at 11:55 a.m.

Respectfully submitted,

 , PhD, LMFT  
Dr. Luciana Silva, Vice Chair

  
Keith E. Warren, Executive Director

/rr

---

Alabama Board of Examiners in Marriage and Family Therapy