

ALABAMA BOARD OF EXAMINERS IN MARRIAGE AND FAMILY THERAPY

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Board Meeting - Minutes

November 3, 2023

With proper and required notice having been provided to the Alabama Secretary of State's Office along with posting on the websites of the Alabama Secretary of State and the Alabama Board of Examiners in Marriage & Family Therapy (ABEMFT), the ABEMFT meeting was held Friday, November 3, 2023, at 60 Commerce Street, Suite 1440, Montgomery, Alabama. The meeting was called to order at 10:05am by Chairman, Douglas Cooke.

A quorum having been established and maintained; the following Board members were present:

1. Doug Cooke
2. Dr. Raven Livingston
3. Dr. Samuel Jones
4. Dr. Anthony Watkins – Sworn into Office -11:51 am

Also present, Claire Austin, Executive Director, Jacki Tucker – Administrator, Will Parker, Administrative Support, and Laura Howell, Board Legal Counsel. Sarah Beth Earles and Rachel Sullivan of the Alabama Association for Marriage and Family Therapy (ALAMFT) were also present.

The agenda was amended to add the adoption of the agenda, and two items under the chairman report. A motion was made by Dr. Samuel Jones to adopt the agenda and seconded by Dr. Raven Livingston. These amendments were adopted unanimously by the Board members.

The minutes were adopted and approved by the Board the motion was made by Dr. Samuel Jones and seconded by Dr. Raven Livingston.

Chairman Doug Cooke in his report to the board thanked everyone for allowing him to serve the past ten years. The procedure for depositing checks received for applications was reviewed, and a motion was made by Dr. Raven Livingston to deposit the checks upon receiving an application. Dr. Samuel Jones seconded the motion. It was adopted unanimously by the Board members.

After reviewing previous procedures for the review of applications, a decision was made to have Anthony (Tony) Watkins and Dr. Raven Livingston review applications together before each board meeting before they come before the full board. Telehealth training was discussed, specifically the change from 15 hrs. and 9 hrs. -to 12 hrs. and 3 hrs. totaling 15 hrs. This had previously been approved in the August 2020 board meeting.

Claire Austin, Executive Director gave a report thanking everyone for their patience during the transition. Austin gave an update on the current operations of the board from a daily administrative position – she called on Jacki Tucker for the update of the Board Licensees. Tucker reported that the Board has 482 current licensees, and she presented the number of licensees who have renewed at this point in the renewal period. Austin stated that licensees due for renewal have until December 31st to renew their license. In order to support renewal, an email reminder will be sent to all licensees the week of November 13th -and another contact will be made for licensees who haven't renewed by mid December. Austin stated a goal of 100 percent renewal.

Austin then turned over the financial report and update to Will Parker. Mr. Parker gave a very detailed and thorough financial update, specifically citing the streamlined nature of board expenses and identifying potential ways to save in the coming fiscal year.

Chairman Cooke echoed Mr. Parker, citing improved license numbers and financial security since review by the Sunset Committee.

Chairman Cooke recommended a focus on increasing the number of licensed supervisors in 2024, with board members Dr. Raven Livingston and Dr. Samuel Jones agreeing that this should be a top priority moving forward.

Laura Howell, Legal Counsel stated this matter warranted an Executive Session to discuss the good name and character of a licensee. It was determined that the Executive Session would last 20 minutes. The Board moved into Executive Session at the request of Chairman Cooke. Dr. Raven Livingston made the motion and Dr. Samuel Jones seconded the motion for the Board voted to go into Executive Session. There was a roll call vote each member of the Board voted yes to go into Executive Session – Doug Cooke – Yes, - Dr. Raven P. Livingston – Yes – Dr. Samuel Jones – Yes.

All Board attendees left the room except for the 3 Board members: Cooke, Livingston, and Jones, legal counsel, L. Howell, and Executive Director C. Austin. The session began @ 11:10 am CST. The Executive Session finished at 11:41 am CST. There was a motion to finish the executive Session, and a unanimous vote by Doug Cooke, Dr. Raven Livingston, and Dr. Samuel Jones to return to the regular order of Board business @ 11:41 am CST. A motion was made by Dr. Samuel Jones and seconded by Dr. Raven Livingston to amend the proposed terms of the consent in 2023-004 which included 20 hrs. supervision hours under supervised training. The board voted yes to amend the consent in 2023-004 unanimously by all three board members voting yes: Dr. Jones, Dr. Livingston, and Chairman Cooke.

The board moved to begin with new business, beginning with new Board member, Anthony (Tony) Watkins taking his Oath of Office and being sworn in as a Board member. Claire Austin, Executive Director, administered the Oath of Office for the newly appointed board member Anthony Watkins. This action was notarized by Jacki Tucker.

The Board then, moved to review of applications. The board divided up the applicants, and each reviewed all pending applications because Board member Karly Downs was unable to attend the

board meeting. New Board Member Tony Watkins made the motion to approve the groups of applicants of criteria for licensing of the board, it was seconded by Dr. Samuel Jones. There was a unanimous vote in favor from all board members: Doug Cooke, Dr. Raven Livingston, Dr. Samuel Jones, and Tony Watkins voted in favor of accepting the applicants listed below:

Intern Applications Approved:

Maddie Braxton, Isaac Munoz, Grace Treutel, Mary Kate Viall, Micah Wade

Associate Applications Approved:

Paulette Rowe, Erin Russell, Sarah Stevenson

LMFT Applications Approved:

Rachel Cannon

Alexander Kaeppler

LMFT By Endorsement Applications Approved:

John Adams

Derek Bowers

Cindy Yu-Wu

Supervisor in Training Applications Approved:

Michelle Davidson

Supervisor Applications Approved:

Dr. Raven Livingston

Permission to Sit for the Exam:

Magdaline Braxton

Isaac Munoz

Paulette Rowe

Mary Kate Viall

Austin also discussed that she mailed a letter on behalf of the ABEMFT to Commissioner of Medicaid Stephanie Azar, with a copy included in each members binder. It was mentioned in the meeting that the ALAMFT would also be writing a letter of support to Commissioner Azar on behalf of the industry.

The next order of business was to elect new Officers of the Board of the ABEMFT: Chairman Doug Cooke opened the floor for nominations. Dr. Samuel Jones nominated Dr. Raven Livingston as the Board Chairperson. Nominations were then, -closed all members of the Board. All members voted in favor of the new Chairman were Doug Cooke, Tony Watkins, and Dr. Samuel Jones. The floor was open for nominations for the Vice Chair. Tony Watkins nominated Dr. Samuel Jones, and Dr. Raven Livingston seconded the nomination of Dr. Samuel Jones. The board members voted unanimously in favor of Dr. Samuel Jones as the Board Vice-Chair. The Board then appointed an Investigative Committee: Dr. Samuel Jones, and Anthony (Tony) Watkins.

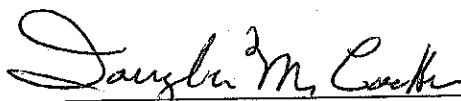
The next order of business was to approve the 2024 proposed calendar of scheduled meetings. Tony Watkins made the motion to approve the slated dates before the Board,

Dr. Samuel Jones seconded the motion to approve these dates. All board members: Dr. R. Livingston, Dr. S. Jones, Tony Watkins, and Doug Cooke voted in favor of this motion to approve the 2024 calendar of Board meetings.

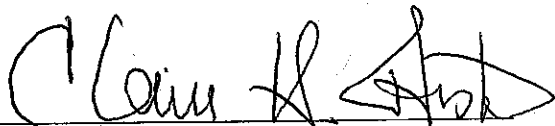
Chairman Cooke introduced and thanked Sarah Beth Earles and Rachel Sullivan for ALAMFT support and attendance of the Board meeting.

With no further business before the board, Chairman Cooke ask for a motion to adjourn. This motion was made by Dr. Raven Livingston and seconded by Dr. Samuel Jones. The meeting adjourned at 1:59 pm.

The next Board meeting will be held on Friday, January 19, 2024 @ 10:00 AM CST – at the ABEMFT office located downtown at 60 Commerce Street, Suite 1440, Montgomery, AL 36104.



Board Chairman – Doug Cooke



Claire H. Austin
Executive Director