



ALABAMA BOARD OF EXAMINERS IN MARRIAGE AND FAMILY THERAPY

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MINUTES Board Meeting October 22, 2021

The Alabama Board of Examiners in Marriage and Family Therapy met on Friday, October 22, 2021 at the Board's office located at 2777 Zelda Road in Montgomery. During the COVID-19 State of Emergency, the meeting was held virtually. Members present and participating virtually were Mr. Douglas Cooke (Board Chair), Dr. Karly Downs (Board Vice Chair), Dr. Mark Westfall (member), Ms. Raven Pyle (member) and Dr. Samuel Jones (member). Also participating in the meeting virtually was Ms. Laura Howell, Assistant Attorney General serving as Legal Counsel, and participating onsite where the meeting was held was Mr. Keith Warren (Executive Director), Ms. Hope Childers (Board Administrator), Mr. Mike James (Board Investigator) 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 Mr. Cooke, Board Chair, at 10:03 a.m. Mr. Warren called Board roll and reported that a quorum of the members was present to conduct business. Mr. Cooke welcomed everyone in attendance.

Mr. Cooke presented the July 23, 2021 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 July meeting minutes as presented. The motion was seconded by Dr. Jones and unanimously approved by the Board.

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

Executive Director's Report: Mr. Warren presented the Executive Director's Report and reviewed the financial activities of the Board for the period ending September 30, 2021. Also presented a line-item summary of expenses for this same period, along with information about the current number of licensees and number of complaints received to-date (copy of the report available for review in Official Book of Minutes). Dr. Jones made the motion to approve the financial report as presented. The motion was seconded by Dr. Westfall and was unanimously approved by the Board.

Board Administrator's Report: Mr. Warren presented the Administrator's Report listing activities performed by the staff since the last Board meeting held in July (reports available for review in Official Book of Minutes).

Proposed Rule Change 536-X-8-.09 Technology-Assisted Training Education Requirement of Professional: Mr. Warren commented on the delay in meeting the 90-day filing requirements for rules and again, presented the proposed rule for Board approval, which would begin the process of publishing the rule for public comment and subsequent final rule approval. Dr. Downs made the motion to approve

the proposed rule 536-X-8-.09 as presented. The motion was seconded by Dr. Jones and unanimously approved by the Board.

Proposed Board Meeting Schedule for 2022: Mr. Warren presented proposed meeting dates in 2022 for the Board to meet. Following some discussion about having Board meetings that coincide with receiving applications from college graduates, Dr. Westfall made the motion that the Board meet on the following dates in 2022: January 14th, March 18th, June 10th and October 21, 2022. The motion was seconded by Dr. Downs and unanimously approved by the Board.

Proposed Legislative Changes – Special Meeting: Mr. Warren reported that he was working on a draft of proposed legislative changes and seek assistance from the Board’s Legal Counsel and Dr. Scott Ketring. Dr. Downs made the motion to have a special/called meeting on December 10, 2021 to discuss proposed legislation. The motion was seconded by Dr. Jones and unanimously approved by the Board. Mr. Warren advised the Board that the COVID-19 State of Emergency was scheduled to be lifted on October 31, 2021 and that future Board meetings would require a quorum of the members to meet in-person.

Approval of Applications: The Board discussed the difficulty of reviewing applications when meeting virtually as a Board. Dr. Jones made a motion to authorize Board member, Dr. Karly Downs, to review and approve applications on behalf of the Board. The motion was seconded by Dr. Westfall and unanimously approved by the Board.

Ms. Childers, Board Administrator, presented a list of applicants, whose credentials did not require special review. Ms. Pyle made the motion to approve the applications as presented. The motion was seconded by Dr. Jones and unanimously approved by the Board. (A copy of this report available for review in Official Book of Minutes.)

Next Board Meeting: Mr. Cooke reminded the Board of the next meeting on December 10, 2021 at 10:00 a.m. as a special/called meeting to discuss proposed legislation. He also indicated that the next regular meeting of the Board was scheduled January 14, 2022. He suggested that the Board review the 2022 meeting schedule at the January meeting to determine if any changes needed to be made.

Announcements: Mr. Warren reported that he was working with a company to develop the online application process and he indicated that online renewals would be initially address.

Adjournment: With no further business to discuss and Mr. Cooke adjourned the meeting at 1:46 a.m.

Respectfully submitted,

Douglas Cooke
Board Chair

Keith E. Warren
Executive Director

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