



Jeremiah W. (Jay) Nixon
Governor
State of Missouri

Kathleen (Katie) Steele Danner, Division Director
DIVISION OF PROFESSIONAL REGISTRATION

Department of Insurance
Financial Institutions
and Professional Registration
John M. Huff, Director

State Committee of Marital & Family Therapists
3605 Missouri Boulevard
P.O. Box 1335
Jefferson City, Missouri 65102-1335
Telephone: 573/751-0870
Fax: 573/751-0735
800-735-2966 TTY Relay Missouri
800-735-2466 Voice Relay Missouri
maritalfam@pr.mo.gov

MEETING NOTICE
MISSOURI STATE COMMITTEE OF MARITAL AND FAMILY THERAPISTS
CONFERENCE CALL
AUGUST 30, 2016 – 8:00 AM
CONFERENCE CALL NUMBER – 573-526-5712
TOLL FREE NUMBER – 866-630-9350
DIVISION OF PROFESSIONAL REGISTRATION
3605 MISSOURI BOULEVARD – JEFFERSON CITY, MISSOURI

Notification of special needs as addressed by the Americans with Disabilities Act should be forwarded to the Missouri State Committee of Marital and Family Therapists, P.O. Box 1335, 3605 Missouri Boulevard, Jefferson City, Missouri 65102 or by calling (573) 751-0870 to ensure available accommodations. The text telephone for the Deaf or Hard of Hearing is 800/735-2966 or 800/735-2466 for Voice Relay Missouri.

Except to the extent disclosure is otherwise required by law, the Missouri State Committee of Marital and Family Therapists is authorized to close meetings, records and votes, to the extent they relate to the following: Chapter 610.021 subsections (1), (14), and Chapter 324.001.8 and 324.001.9 RSMo.

The State Committee may convene in closed session at any time during the meeting. If the meeting is closed, the appropriate section will be announced to the public, with the motion and vote recorded in open session minutes. Please see attached agenda for this meeting.

Attachment

MEETING NOTICE
MISSOURI STATE COMMITTEE OF MARITAL AND FAMILY THERAPISTS
CONFERENCE CALL
AUGUST 30, 2016 – 8:00 AM
CONFERENCE CALL NUMBER – 573-526-5712
TOLL FREE NUMBER – 866-630-9350
DIVISION OF PROFESSIONAL REGISTRATION
3605 MISSOURI BOULEVARD – JEFFERSON CITY, MISSOURI

Call to Order

Roll Call

- Welcome Theresa Hubbard
- 1 Approval of Open Session Agenda
 - 2 Approval of Open Session Minutes
 - July 27, 2016 Conference Call Minutes
 - 3 CE Audit Update (No materials)
 - 4 Financial Report
 - Seminars
 - 5 Meeting Schedule

Motion to Close

Convene in closed session pursuant to sections 610.021 subsection (14), 324.001.8 and 324.001.9 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the licensee or applicant, section 610.021 subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under the subsections of 610.021 RSMo which authorized this agency to go into closed session during those meetings.

Adjournment

OPEN SESSION MINUTES
Missouri State Committee of Marital and Family Therapists
August 30, 2016 – 8:00 A.M.
Missouri Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

At 8:00 a.m., the Missouri State Committee of Marital and Family Therapists conference call meeting was called to order by Dr. Craig Smith, Secretary, at the Division of Professional Registration located at 3605 Missouri Boulevard in Jefferson City. Mr. Estes, Chairperson has contacted the committee office that he would be unable to participate on the conference call due to a schedule conflict. The executive director facilitated roll call.

State Committee Members Present

Dr. Craig Smith, Secretary
Sara Michael, Public Member
Dianne Modrell, Public Member
Theresa Hubbard, Member

State Committee Member Absent

Ted Estes, Chairperson

Staff Present

Loree Kessler, Executive Director

Dr. Smith stated he would be voting in open and closed session.

The state committee welcomed Theresa Hubbard to the committee.

A motion was made by Ms. Michael and seconded by Ms. Modrell to approve the open session agenda. State committee members voting aye: Dr. Smith, Ms. Hubbard, Ms. Michael, and Ms. Modrell. Motion carried unanimously.

A motion was made by Ms. Michael and seconded by Ms. Modrell to approve the July 27 conference call open session minutes. State committee members voting aye: Dr. Smith, Ms. Michael, and Ms. Modrell. Ms. Hubbard abstained since she was not a member of the state committee. Motion carried.

Continuing Education Update

The executive director reported that there were less than five licensees pending compliance with the continuing education audit. Materials continue to be received and that number will likely decrease. Overall responses to the initial audit request were very good and requests for clarification and second notices resulted in more licensees complying with the audit reports. Anyone not responding to the audit request will be sent a letter via certified and regular mail providing a fifteen day timeframe for a response and if no response is received, a complaint will be filed and CIU will be contacted to locate the licensee and hand carry the audit materials.

Financial Report

The state committee reviewed the report and the executive director explained that through flexible spending and a stable fund balance the state committee could sponsor a seminar regarding ethical practices or supervision. Ms. Hubbard was asked to discuss the matter with the state association and the possibility of the state committee seminar being offered at the same time and at the site as the state association annual meeting.

It was noted that any seminar offered by the state committee is free of charge to licensees and attendants do not have to be a member of the state association or attend the annual conference to attend the state committee sponsored event. The state committee can limit the number of attendees to a seminar based upon available space and costs.

Meeting Schedule

The state committee tentatively scheduled a conference call for September 29th at 8:00 a.m. A second date, September 27th was noted in the event members or staff encounter a schedule conflict.

At 8:15 a.m., a motion was made by Ms. Modrell and seconded by Ms. Michael to convene in closed session pursuant to sections 610.021 subsection (14), 324.001.8 and 324.001.9 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the licensee or applicant, section 610.021 subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under the subsections of 610.021 RSMo which authorized this agency to go into closed session during those meetings. State committee members voting aye: Dr. Smith, Ms. Hubbard, Ms. Michael, and Ms. Modrell. Motion carried unanimously.

At 8:49 a.m., a motion was made by Ms. Modrell and seconded by Ms. Hubbard to convene in open session and adjourn the conference call meeting. State committee members voting aye: Dr. Smith, Ms. Hubbard, Ms. Michael, and Ms. Modrell. Motion carried unanimously.



Executive Director

Approved by State Committee on September 29, 2016