

Secretary of State
Office of Professional Regulation
BOARD OF ALLIED MENTAL HEALTH PRACTITIONERS
Meeting: Thursday, December 19, 2013 at 8:00 a.m.
89 Main Street, Montpelier, VT

UNAPPROVED MINUTES

Present: Marjorie Trombly, Tammy Austin, Jason Kirchick, Dr. Marilyn Turcotte and Wendy Magee; Others Present: Larry Novins, Diane Lafaille, Christopher Winters, and Peter Comart.

I. General Business

1. The meeting was called to order at 8:10 a.m.
2. The minutes of the November 21, 2013 meeting were approved as written.

II. Case Managers Report – tabled.

III. File Reviews

LeClaire, Stacey – MFT – Approved for licensure.

McGinnis, Dina – Additional information is needed.

McGrath, Joanne – Approved for licensure.

Planck, Samuel – Additional coursework is needed.

Spears, Nancy – Approved for licensure.

Steckler, Lisa – Approved for licensure.

IV. Other

1. Continuing education requests were reviewed.
2. The Board would like to speak with Director Winters about work expectations outside Board meeting. This was tabled until the Board's January 16th meeting.
3. Mr. Kirchick was to update the Board on the progress of his drafting an Introduction to getting a license and frequently asked questions which the Board will add to its website. This was tabled until the Board's January 16th meeting.
4. Mr. Kirchick was to update the Board on the newsletter. This was tabled until the Board's January 16th meeting.
5. Mr. Comart discussed with the Board the possibility of expanding the current contract to allow for the review of other areas of the application besides education which is currently being contracted out. This will be discussed further at the Board's January 16th meeting.

6. Inactive Practice Proposal – Attorney Novins presented the Board with the proposal for Inactive Practice. The Board is in favor of the concept of this and will discuss this further at its January 16th meeting.
 7. The Board discussed the draft rules. These will be discussed further at the Board's January 16th meeting.
 8. Public Disclosure Audits – The Board decided that it would mail and email a letter to all licensed MFT's and MHC's and rostered individuals that the Board is planning to do an a random audit of public disclosures. This letter drafted by Mr. Comart was approved with minor changes. This letter will be emailed in January and within 60 days of the date of this letter, 10% of licensees will be audited for their public disclosure.
 9. Director Winters presented Marilyn Turcotte with a plaque for her dedicated service to the Board for many years.
 10. The Board's next meeting is scheduled for January 16, 2014.
- V. The Board adjourned at 2:30 p.m.

Respectfully submitted by: Diane Lafaille, License Board Specialist