

**Texas State Board of Examiners of Marriage and Family Therapists  
Board Meeting  
Saturday, July 15, 2017, 9:00 am  
Exchange Building, N-102  
8407 Wall Street  
Austin, TX 78754**

**MINUTES**

**Board Members Present:**

George Francis, Public Member  
Rick Bruhn, Professional Member  
Sean Stokes, Professional Member  
Jennifer Smothermon, Professional Member  
Keith Rosenbaum, Professional Member  
Michael Miller, Public Member  
Evelyn Husband-Thompson, Public Member

**Staff Present:**

Cheryl Gomez  
Georgia Norman  
Tim Speer  
Scott Merchant

**Guests Present:**

Jodie Elder  
Jason Martin

**Agenda Item 1** was to call the meeting to order at 9:48 am by Ms. Smothermon, chair.

**Agenda Item 2** was the approval of the minutes of the April 7, 2017 Board meeting. A motion was made by Mr. Miller to approve the minutes with amendments. The motion was seconded and passed.

**Agenda Item 3** was the discussion regarding reports from the following board committees:

Mr. Miller gave the Ethics Committee report. The committee reviewed 6 cases, of which 9 cases, of which 5 cases were closed and 4 cases were proposed for disciplinary actions. The committee also discussed the complaint process, a policy to prioritize complaints and settle cases informally. The committee also discussed the penalty matrix. A motion was made to approve the report. The motion was seconded and passed.

Dr. Bruhn gave the Licensing Standards Committee report. The committee reviewed 5 cases, of which 4 cases were approved and 1 case was denied. The committee also discussed pending applications for licensure or examination, the examination approval policy and forms. A motion was made to approve the report. The motion was seconded and passed.

Mr. Francis gave the Professional Development Committee report. The committee discussed the quarterly summary from the Texas State Board of Examiners of Marriage and Family Therapists' Jurisprudence Examination vendor and the continuing education provider registry and approving continuing education courses. A motion was made by Mr. Miller to approve the report. The motion was seconded and passed.

Dr. Stokes gave the Rules Committee report. The committee discussed potential changes to 22 TAC §801.58 and §801.142. The committee also discussed on a policy to settle complaints informally, requirements for inactive status and a rule review. A motion was made by Mr. Francis to approve the report. The motion was seconded and passed.

**Agenda Item 4** was the discussion on a policy to prioritize complaints. A motion was made by Mr. Miller to approve. The motion was seconded and passed.

**Agenda Item 5** was the discussion on a policy to settle cases informally. No action taken.

**Agenda Item 6** was the discussion on a penalty matrix. A motion was made by Mr. Miller to approve. The motion was seconded and passed.

**Agenda Item 7** was the discussion regarding a policy of production of records in disciplinary matters under Tex. Occ. Code § 502.2045.

**Agenda Item 8** was the discussion on the creation and appointment of a committee to discuss policy of production of records in disciplinary matters with the Texas State Board of Examiners of Professional Counselors and the Texas State Board of Social Worker Examiners.

**Agenda Item 9** was the election of two board members to represent the board on the Behavioral Health Executive Council. Ms. Smothermon and Ms. Thompson were selected.

**Agenda Item 10** was the discussion final action agreed orders on enforcement cases. A motion was made by Mr. Francis to approve the order. The motion was seconded and passed.

**Agenda Item 11** was the report from the Board Chair and update concerning: current challenges and accomplishments; lawsuits; interaction with stakeholders, state officials, and staff; committee appointments and functions; workload of board members; conferences; and general information regarding the routine functioning of the board. Ms. Smothermon gave the report.

**Agenda Item 12** was the report from the Executive Director and update concerning: program operations; customer service accomplishments, inquiries, and challenges; current and/or historical licensee statistics; media, legislative, and stakeholder contacts and concerns; workload processing; special projects assigned to executive director; and general information regarding the routine functioning of the licensure program. Ms. Gomez gave report.

**Agenda Item 13** was the Management report and update from the Professional Licensing and Certification Unit manager, including: unit organization and staffing; program costs and revenue; current operational initiatives; customer service accomplishments and challenges; workload processing and statistical information; status of rulemaking within the unit; legislative and media contacts and tracking; and general information regarding the routine functioning of the unit. Mr. Speer gave the report.

**Agenda Item 14** was the discussion regarding future priorities and activities of the board.

**Agenda Item 15** was public comment. Two people addressed the board.

**Agenda Item 16** was Executive Session: Consultation with Board attorney pursuant to TEX. GOV'T CODE § 551.071 regarding pending or contemplated litigation and/or settlement offers. Not taken.

**Agenda Item 17** was the discussion regarding pending or contemplated litigation and/or settlement offers.

**Agenda Item 18** was adjournment. The meeting adjourned at 12:45 pm.