

**MINUTES**

**UTAH  
MARRIAGE AND FAMILY THERAPIST  
LICENSING BOARD MEETING**

**March 11, 2016**

**Room 474, 4<sup>th</sup> Floor – 9:00 A.M.  
Heber Wells Building  
Salt Lake City, UT 84111**

**CONVENED:** 9:07 A.M.

**ADJOURNED:** 11:36 A.M.

**Bureau Manager:**  
**Board Secretary:**

Dane Ishihara  
Lee Avery

**Board Members Present:**

Scot M. Allgood, Ph.D., Chairperson  
Elaine Reintjes  
Alan Springer, Ph.D.  
Veon G. Smith, DSW  
Adam Munk, Ph.D.

**DOPL Staff Present:**

Susan Higgs, Compliance Specialist  
Carly Rowe, Licensing Specialist  
Morgyn Broadhead, Licensing Specialist

**Guests:**

none

**TOPICS FOR DISCUSSION**

**DECISIONS AND RECOMMENDATIONS**

**ADMINISTRATIVE BUSINESS:**

**Elect a new Chairperson:**

Dr. Springer nominated Dr. Smith as Chairperson. Dr. Munk seconded the nomination. The nomination passed unanimously.

**Elect a new Vice Chairperson**

Dr. Smith nominated Dr. Springer as the vice Chairperson. Dr. Munk seconded the nomination. The nomination passed unanimously.

**MINUTES:**

The Board reviewed the minutes dated December 11, 2015. Dr. Springer made a motion to approve the minutes. The motion was seconded by Dr. Munk and passed unanimously.

**COMPLIANCE REPORT**

Ms. Higgs, Probation Specialist

Ms. Higgs reviewed the probation report.

Shelley Sachs, new probation interview. She submitted her probation plan and supervisor report.

Denim Slade, probation interview. He submitted his supervisor report for March. He submitted a letter requesting early termination of probation and a letter of support from his supervisor.

Debbie Moon is requesting early termination of her probation. She submitted a letter from her supervisor supporting her request. She is in compliance with her stipulation.

**APPOINTMENTS:**

Shelley K. Sachs, new probation interview

Ms. Sachs met with the Board. Dr. Springer conducted the interview. Ms. Sachs reviewed her violations with the Board. She updated the informed consent forms. Her supervisor, Dr. Erwin, if approved by the Board has set up a schedule to review the new consent forms and recordings between her and her clients. The Board encouraged Ms. Sachs to obtain CE courses that address her violations. She needs to send these CE course descriptions to Ms. Higgs who will forward to the Board for review. Dr. Smith made a motion to approve Ms. Sachs' written plan, provided that she amends her plan to include a review of her client records and recordings, and her administrative records, and billing. The Board would like the amendment to include the percentage of her records that will be reviewed. The Board would like her supervisor review 100% of her records. The Board strongly encouraged Ms. Sachs to obtain malpractice insurance. The motion was seconded by Mr. Munk and passed unanimously. The Board asked to see Ms. Sachs June 10, 2016.

David Hildt, request for additional supervisees

Mr. Hildt met with the Board regarding his request for additional supervisees. Mr. Hildt reviewed his professional background with the Board. Mr. Hildt noted that all of his current supervisees are well on their way to taking the exam and obtaining full licensure. Dr. Springer made a motion to approve Mr. Hildt's request to supervise 4 supervisees. Dr. Munk seconded the motion. The motion carried.

Denim Slade, probation interview

Mr. Slade met with the Board. At 10:00 A.M. Dr.

Smith made a motion to close the Board meeting to discuss the character, professional competence, or physical or mental health of an individual. The motion was seconded by Dr. Munk. The motion carried. The Board meeting opened at 10:34 A.M. A recording was not made. There were no notes taken. Dr. Smith made a motion to recommend early termination of Dr. Slade's probation. The motion was seconded by Dr. Munk. The motion passed unanimously.

Ben Erwin request for additional supervisees

The Board reviewed Dr. Erwin's request for additional supervisees. Dr. Springer motioned to approve his request for additional supervisees. Dr. Munk seconded the motion. The motion carried unanimously. Mr. Erwin was notified of the Board's approval.

Debbie Moon, request for early termination of probation

Ms. Moon met with the Board regarding her request for early termination of her probation. The Board reviewed her addendum the Board had requested she complete. Dr. Springer made a motion to recommend early termination. The motion was seconded by Dr. Smith and passed unanimously.

**DISCUSSION ITEMS:**

Review application-education for Jacob Bryson, AMFT Extern

The Board reviewed the application/education for Jacob Bryson. The Board found Mr. Bryson's education deficient in one course (three credit hours) in theoretical foundations of marital and family therapy. An AMFT Extern license was issued. The Board reviewed Mr. Bryson's criminal history and expressed no concerns.

Review application-education for Sarah Thomas, AMFT Extern

The Board reviewed the application/education for Sarah Thomas. The Board determined that Ms. Thomas' education is deficient in one course (three credit hours) in human development & practicum. The Board noted that she completed only 301 hours. An AMFT Extern license was issued.

Review application-education for Rodney Mayes, AMFT-Extern

The Board reviewed the application/education for Rodney Mayes. The Board determined that Mr. Mayes needs to submit course descriptions for #611 and Practicum/Internship. Courses HD624, HD534 and HD672 do not indicate DSM was included. He

needs to submit documentation showing he completed a course with DSM.

Dr. Munk made a motion to approve the recommendations made for all three applications, except for classes noted. The motion was seconded by Ms. Reintjes and passed unanimously.

Proposal to change the September 9, 2016 Board meeting

The Board reviewed the Divisions proposal to move the Board meeting tentatively scheduled for September 9, 2016 to another Friday. .

Discussion Item for the June 10 Board meeting

The Board briefly discussed R156-60b-302e (10). The Board requested to add a proposed rule change for June 10, 2016 Board meeting.

**NEXT MEETING SCHEDULED FOR:**

March 11, 2016

**2016 Board meeting tentatively scheduled:**

June 10, September 9, December 9

**ADJOURN:**

The Board adjourned at 11:36 A.M.

*Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.*

June 10, 2016

\_\_\_\_\_  
Date Approved



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Chairperson, Utah Marriage and Family Therapist  
Licensing Board

June 14, 2016

\_\_\_\_\_  
Date Approved



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Bureau Manager, Division of Occupational &  
Professional Licensing