

**KENTUCKY BOARD OF LICENSURE FOR PROFESSIONAL ART THERAPISTS
MINUTES – August 1, 2012**

A regular meeting of the Board of Licensure for Professional Art Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky, on August 1, 2012, at 1:30 p.m.

MEMBERS PRESENT

Fran Belvin, Chair
Marybeth Orton
John Sykes
Stewart Bridgman, Jr.
Virginia Lee Alcott

OCCUPATIONS AND PROFESSIONS STAFF

Lucie Duvall, Board Administrator
Deb Day, Administrative Section Supervisor

OTHERS PRESENT

James Grawe, Board Counsel

CALL TO ORDER

Fran Belvin, Board Chair called the meeting to order at 1:38 p.m.

MINUTES

A motion was made by Stewart G. Bridgman, Jr. to approve the minutes of the January 25, 2012 meeting, as amended. Motion, seconded by Virginia Lee Alcott, carried.

A motion was made by Ms. Alcott to approve the minutes of the April 25, 2012 meeting, as amended. Motion, seconded by Marybeth Orton, carried.

FINANCIAL REPORTS

The financial statements for the months ending April, May, June, and year end were presented to the Board for review. A motion was made by Mr. Bridgman to approve the financial reports. Motion, seconded by John Sykes, carried.

O&P REPORT

Deb Day, Administrative Section Supervisor reported to the Board on issues at O&P including board vacancies, assignments of Board Administrators, audit improvements, updating the database, scanning and indexing, new additions to O&P including the Secondary Metal Recyclers Registry and dissolution of the Board of Proprietary Education Board and the Kentucky Employees Charitable Campaign. No further action was required.

LICENSURE STATUS REPORT

A Licensure Status Report dated July 31, 2012 was presented to the Board for review. The report showed there are currently 81 active licensed Professional Art Therapists. The report also indicated there had been zero licenses issued from April 25, 2012 to July 31, 2012. No further action was required.

NEW BUSINESS

The Board discussed the renewal and reinstatement process. The Board reviewed a revised renewal form and reinstatement form. A motion was made by Ms. Orton to replace the revised renewal form along with the reinstatement form on the website. Motion, seconded by Mr. Sykes, carried.

After further discussion, the Board agreed those who have not renewed or reinstated their license within the past six (6) months may renew their license and pay the \$200.00 renewal fee without penalty. A motion was made by Mr. Sykes to approve sending out notices for those who have not renewed or reinstated their licenses within the past 6 months and to begin sending out renewal letters instead of the postcard renewal notices. Motion, seconded by Ms. Orton, carried.

The Board briefly discussed the application process. After discussion, Ms. Orton agreed to create a check list for applications to submit to the Board Administrator for reference when reviewing applications.

The Board discussed the Memorandum of Agreement between the Board of Licensure for Professional Art Therapists and the Art Therapy Credentials Board (ATCB) concerning the Art Therapy Credentials Board Examination (ATCBE). The Board was concerned the ATCB did not have Kentucky listed on their website as being location site for the exam. The Board requested a letter be sent to the ATCB concerning the matter and request Kentucky be placed on their website as a site location to sit for the exam.

The Board discussed the creation of a complaint committee. Jim Grawe, Board Attorney advised the Board it was a better practice to have a complaint committee. After brief discussion, Mr. Bridgman volunteered to be on the complaints committee. No further action was required.

The Board reviewed correspondence from OPTUM Insight. Mr. Bridgman agreed to work on answering the survey to send out. No further action was required.

The Board briefly discussed passing the LPAT statute changes in 2013. Ms. Orton volunteered to contact Steve Shannon and Sheila Schuster to give them notice of the Board intentions. No further action was required.

The Board held an election for a new Board Chair as Fran Belvin, current Board Chair announced her commission had expired on July 15, 2012 and this would be her last Board meeting. Ms. Belvin suggested the Board elect a chair and vice chair. Ms. Orton and Mr. Sykes nominated Virginia Lee Alcott for Board Chair. The Board voted on Virginia Lee Alcott to replace Fran Belvin as the new chair, all in favor, none opposed. Ms. Alcott was voted as the new chair.

The Board briefly discussed KYATA recommendations for a new board member. No further action was required.

OLD BUSINESS

The Board discussed updates to the website.

COMPLAINTS

2012-01 The Board reviewed the complaint and response. After discussion, the complaint committee made a recommendation to dismiss the complaint.

The complaints committee made a motion to approve the above-listed recommendation. Motion, seconded by Ms. Alcott, carried. Complaint Committee member Mr. Bridgman, did not vote on the motion.

APPROVAL OF APPLICATIONS

The Board reviewed an application for licensure for Sarah J. Hayden. A motion was made by Ms. Orton to approve the application pending proof of passing the Board Certified exam. Motion, seconded by Mr. Sykes, carried.

CONTINUING EDUCATION

A motion was made by Ms. Belvin to approve the continuing education applications as presented. Motion seconded by Ms. Alcott, carried. The following courses were approved:

- Seven Counties Services, Inc. –Motivational Interviewing, 2 hours
- Seven Counties Services, Inc. –Basic Child Psychopharmacology, 1.5 hours
- Seven Counties Services, Inc. –Mood Disorders in Children, 1.5 hours
- Seven Counties Services, Inc.-Sensory Integration and Regulation in Young Children, 3 hours
- Seven Counties Services, Inc. –Self Care for Clinical Staff, 3 hours

APPROVAL OF TRAVEL

A motion was made by Mr. Bridgman to approve travel for all eligible members attending today's meeting. The motion, seconded by Mr. Sykes, carried.

NEXT MEETING

The next meeting is scheduled for October 24, 2012 at the Frankfort office at 1:30 p.m.

ADJOURN

Mr. Bridgman made a motion to adjourn at 4:45 p.m., having no further items of discussion. The motion, seconded by Ms. Alcott, carried.



Virginia Lee Alcott, Chair