

**VIRTUAL/TELECONFERENCE
MARRIAGE AND FAMILY THERAPY SECTION
MEETING MINUTES
JANUARY 24, 2024**

PRESENT: Lindsey Marsh, Nick Raef, Patrick Stumbras, Christopher Webster

STAFF: Brad Wojciechowski, Executive Director; Whitney DeVoe, Legal Counsel; Sofia Anderson, Administrative Rules Coordinator; Tracy Drinkwater, Board Administration Specialist; and other DSPS Staff

CALL TO ORDER

Patrick Stumbras, Chairperson, called the meeting to order at 9:01 a.m. A quorum was confirmed with four (4) members present.

ADOPTION OF AGENDA

MOTION: Lindsey Marsh moved, seconded by Patrick Stumbras, to adopt the Agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF OCTOBER 18, 2023

MOTION: Christopher Webster moved, seconded by Lindsey Marsh, to approve the Minutes of October 18, 2023, as published. Motion carried unanimously.

ADMINISTRATIVE MATTERS

Election of Officers

Slate of Officers

NOMINATION: Nick Raef nominated the 2023 slate of officers to continue in 2024. All officers accepted their nominations.

Brad Wojciechowski, Executive Director, called for nominations three (3) times.

The Slate of Officers was elected by unanimous voice vote.

Election of Officers

ELECTION RESULTS	
Chairperson	Patrick Stumbras
Vice Chairperson	Lindsey Marsh

Secretary	Christopher Webster
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Appointment of Liaisons and Alternates

LIAISON APPOINTMENTS	
Credentialing Liaison(s)	Lindsey Marsh <i>Alternate: Christopher Webster</i>
Education & Examination Liaison(s)	Lindsey Marsh <i>Alternate: Patrick Stumbras</i>
Monitoring Liaison(s)	Lindsay Marsh <i>Alternate: Nick Raef</i>
Professional Assistance Procedure (PAP) Liaison(s)	Patrick Stumbras <i>Alternate: Nick Raef</i>
Legislative Liaison(s)	Lindsey Marsh <i>Alternate: Christopher Webster</i>
Travel Authorization Liaison(s)	Patrick Stumbras <i>Alternate: Lindsey Marsh</i>
WAMFT Liaison(s) <i>(WI Association for Marriage and Family Therapy)</i>	Patrick Stumbras <i>Alternate: Lindsey Marsh</i>
AMFTRB Liaison(s) <i>(Association of Marriage and Family Therapy Regulatory Boards)</i>	Christopher Webster <i>Alternate: Lindsey Marsh</i>
SCREENING PANEL APPOINTMENTS	
Screening Panel	Patrick Stumbras Nick Raef <i>Alternate: Lindsey Marsh</i>

Delegation of Authorities

Review and Approval of 2023 Delegations

MOTION: Lindsey Marsh moved, seconded by Christopher Webster, to reaffirm all delegation motions from 2023 as reflected in the agenda materials. Motion carried unanimously.

Document Signature Delegations

MOTION: Patrick Stumbras moved, seconded by Nick Raef, in order to carry out duties of the Section, the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving section member in that succession) has the ability to delegate signature authority for purposes of facilitating the completion of assignments during or between meetings. The members of the Section hereby delegate to the Executive Director, Board Counsel, or DPD Division Administrator, the authority to sign on behalf of a section member as necessary. Motion carried unanimously.

Monitoring Delegations

Delegation of Authorities for Monitoring

MOTION: Lindsey Marsh moved, seconded by Christopher Webster, to adopt the “Roles and Authorities Delegated for Monitoring” document as presented in the January 24, 2024, agenda material. Motion carried unanimously.

Credentialing Authority Delegations

Delegation to Department Attorneys to Approve Duplicate Legal Issue

MOTION: Christopher Webster moved, seconded by Patrick Stumbras, to delegate authority to Department Attorneys to approve a legal matter in connection with a renewal application when that same/similar matter was already addressed by the Section and there are no new legal issues. Motion carried unanimously.

CLOSED SESSION

MOTION: Nick Raef moved seconded by Lindsey Marsh, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85(1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and to confer with legal counsel (s.

19.85(1)(g), Stats.). Patrick Stumbras, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Lindsey Marsh-yes; Nick Raef-yes; Patrick Stumbras-yes; and Christopher Webster-yes. Motion carried unanimously.

The Section convened into Closed Session at 9:54 a.m.

**DELIBERATION ON DIVISION OF LEGAL SERVICES AND COMPLIANCE
MATTERS**

Administrative Warnings

23 MFT 004 – J.A.L., M.F.T.-I.T., L.M.F.T.

MOTION: Patrick Stumbras moved, seconded by Lindsey Marsh, to issue an Administrative Warning in the matter of J.A.L., M.F.T.-I.T., L.M.F.T., DLSC Case Number 23 MFT 004. Motion carried unanimously.

RECONVENE TO OPEN SESSION

MOTION: Lindsey Marsh moved, seconded by Christopher Webster, to reconvene into Open Session. Motion carried unanimously.

The Section reconvened into Open Session at 10:00 a.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Lindsey Marsh moved, seconded by Nick Raef, to affirm all motions made and votes taken in closed session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)

ADJOURNMENT

MOTION: Patrick Stumbras moved, seconded by Lindsey Marsh, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:01 a.m.