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**VIRTUAL/TELECONFERENCE**  
**MARRIAGE AND FAMILY THERAPY SECTION**  
**MARRIAGE AND FAMILY THERAPY, PROFESSIONAL COUNSELING, AND**  
**SOCIAL WORK EXAMINING BOARD**  
**Virtual, 4822 Madison Yards Way, Madison**  
**Contact: Brad Wojciechowski (608) 266-2112**  
**October 12, 2021**

*The following agenda describes the issues that the Section plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions of the Section.*

**AGENDA**

**9:00 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

- A. Adoption of Agenda (1-3)**
- B. Approval of Minutes of September 14, 2021 (4-7)**
- C. Reminders: Conflicts of Interest, Scheduling Concerns**
- D. Administrative Matters – Discussion and Consideration**
  - 1) Department, Staff and Board Updates
  - 2) Board Member – Term Expiration Dates
    - a. Ellingboe, Bridget C. – 7/1/2020
    - b. Marsh, Lindsey E. – 7/1/2024
    - c. Webster, Christopher J. – 7/1/2023
- E. Administrative Rule Matters – Discussion and Consideration (8)**
  - 1) Pending or Possible Rulemaking Projects (9)
    - a. MPSW 3, 11, and 17, Relating to Application Requirements for Credentials
- F. Credentialing Matters – Discussion and Consideration**
  - 1) Application Processing Report from Division of Professional Credential Processing Staff
- G. COVID-19 – Discussion and Consideration**
- H. Discussion and Consideration of Items Added After Preparation of Agenda**
  - 1) Introductions, Announcements and Recognition
  - 2) Administrative Matters
  - 3) Election of Officers
  - 4) Appointment of Liaisons and Alternates
  - 5) Delegation of Authorities

- 6) Education and Examination Matters
- 7) Credentialing Matters
- 8) Practice Matters
- 9) Administrative Rule Matters
- 10) Legislative and Policy Matters
- 11) Liaison Reports
- 12) Board Liaison Training and Appointment of Mentors
- 13) Informational Items
- 14) Division of Legal Services and Compliance (DLSC) Matters
- 15) Presentations of Petitions for Summary Suspension
- 16) Petitions for Designation of Hearing Examiner
- 17) Presentation of Stipulations, Final Decisions and Orders
- 18) Presentation of Proposed Final Decisions and Orders
- 19) Presentation of Interim Orders
- 20) Petitions for Re-Hearing
- 21) Petitions for Assessments
- 22) Petitions to Vacate Orders
- 23) Requests for Disciplinary Proceeding Presentations
- 24) Motions
- 25) Petitions
- 26) Appearances from Requests Received or Renewed
- 27) Speaking Engagements, Travel, or Public Relation Requests, and Reports

I. Public Comments

**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.).**

**J. Deliberation on Division of Legal Services and Compliance Matters**

- 1) **Case Closing**
  - a. 21 MFT 001 – H.W.S. **(10-13)**
- 2) **Proposed Stipulation and Final Decision and Order**
  - a. 21 MFT 001 – Heather W. Seely-Schreck, MFT **(14-19)**

K. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) DLSC Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petitions for Summary Suspensions
- 7) Petitions for Designation of Hearing Examiner
- 8) Proposed Stipulations, Final Decisions and Orders
- 9) Proposed Interim Orders
- 10) Administrative Warnings
- 11) Review of Administrative Warnings
- 12) Proposed Final Decisions and Orders
- 13) Matters Relating to Costs/Orders Fixing Costs

- 14) Case Closings
- 15) Board Liaison Training
- 16) Petitions for Assessments and Evaluations
- 17) Petitions to Vacate Orders
- 18) Remedial Education Cases
- 19) Motions
- 20) Petitions for Re-Hearing
- 21) Appearances from Requests Received or Renewed

L. Consulting with Legal Counsel

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

M. Vote on Items Considered or Deliberated Upon in Closed Session if Voting is Appropriate

N. Open Session Items Noticed Above Not Completed in the Initial Open Session

**ADJOURNMENT**

**NEXT MEETING: JANUARY 25, 2022 (TENTATIVE)**

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MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 4822 Madison Yards Way, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Requests for interpreters for the deaf or hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer, 608-266-2112, or the Meeting Staff at 608-266-5439.

**VIRTUAL/TELECONFERENCE  
MARRIAGE AND FAMILY THERAPY SECTION  
MEETING MINUTES  
SEPTEMBER 14, 2021**

**PRESENT:** Bridget Ellingboe, Lindsey Marsh, Christopher Webster

**STAFF:** Brad Wojciechowski, Executive Director; Jameson Whitney, Legal Counsel; Sofia Anderson, Administrative Rules Coordinator; Katlin Schwartz, Bureau Assistant; Kimberly Wood, Program Assistant Supervisor-Adv. and other DSPS Staff

**CALL TO ORDER**

Lindsey Marsh, Vice Chairperson, called the meeting to order at 1:01 p.m. A quorum was confirmed with three (3) members present.

**ADOPTION OF AGENDA**

**MOTION:** Bridget Ellingboe moved, seconded by Christopher Webster, to adopt the Agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF APRIL 21, 2021**

**MOTION:** Bridget Ellingboe moved, seconded by Christopher Webster, to approve the Minutes of April 21, 2021 as published. Motion carried unanimously.

**INTRODUCTIONS, ANNOUNCEMENTS, AND RECOGNITION**

**Introduction: Christopher J. Webster, Marriage & Family Therapist Member (Succeeds: Yee) -7/1/2023**

**MOTION:** Bridget Ellingboe moved, seconded by Christopher Webster, to recognize and thank Lisa Yee for her years of dedicated service to the Marriage and Family Therapist Section and the State of Wisconsin. Motion carried unanimously.

**ADMINISTRATIVE MATTERS**

**Election of Officers and Appointment of Liaisons and Alternates**

*Chairperson*

**NOMINATION:** Lindsey Marsh nominated herself for the Office of Chairperson and accepted the nomination.

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

Lindsey Marsh was elected as Chairperson by unanimous voice vote.

***Vice Chairperson***

**NOMINATION:** Lindsey Marsh nominated Bridget Ellingboe for the Office of Vice Chairperson. Bridget Ellingboe accepted the nomination.

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

Bridget Ellingboe was elected as Vice Chairperson by unanimous voice vote.

***Secretary***

**NOMINATION:** Lindsey Marsh nominated Christopher Webster for the Office of Secretary. Christopher Webster accepted the nomination.

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

Christopher Webster was elected as Secretary by unanimous voice vote.

**2021 Elections and Liaison Appointments**

<b>ELECTION RESULTS</b>	
<b>Chairperson</b>	Lindsey Marsh
<b>Vice Chairperson</b>	Bridget Ellingboe
<b>Secretary</b>	Christopher Webster

**Appointment of Liaisons and Alternates**

<b>LIAISON APPOINTMENTS</b>	
<b>Credentialing Liaison(s)</b>	Bridget Ellingboe, Christopher Webster
<b>Education &amp; Continuing Education Liaison(s)</b>	Lindsey Marsh
<b>Monitoring Liaison(s)</b>	Bridget Ellingboe <i>Alternate:</i> Lindsey Marsh
<b>Professional Assistance Procedure (PAP) Liaison(s)</b>	Bridget Ellingboe

<b>Legislative Liaison(s)</b>	Lindsey Marsh
<b>Travel Liaison(s)</b>	Bridget Ellingboe
<b>WAMFT Liaison(s)</b>	Christopher Webster <i>Alternate</i> Lindsey Marsh
<b>AMFTRB Liaison(s)</b>	Christopher Webster <i>Alternate</i> Lindsey Marsh
<b>SCREENING PANEL APPOINTMENTS</b>	
<b>Screening Panel</b>	Christopher Webster, Lindsey Marsh <i>Alternate:</i> Bridget Ellingboe

**CLOSED SESSION**

**MOTION:** Bridget Ellingboe moved seconded by Christopher Webster, 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.). Lindsey Marsh, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Bridget Ellingboe-yes; Lindsey Marsh-yes; and Christopher Webster-yes. Motion carried unanimously.

The Section convened into Closed Session at 1:39 p.m.

**DIVISION OF LEGAL SERVICES AND COMPLIANCE MATTERS**

**Case Closings**

**19 MFT 003– E.M.K.**

**MOTION:** Bridget Ellingboe moved, seconded by Christopher Webster, to close DLSC Case Number 19 MFT 003, against E.M.K., for Lack of Jurisdiction (L1). Motion carried unanimously.

**RECONVENE TO OPEN SESSION**

**MOTION:** Bridget Ellingboe moved, seconded by Christopher Webster, to reconvene into Open Session. Motion carried unanimously.

The Section reconvened into Open Session at 1:56 p.m.

**VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION**

**MOTION:** Bridget Ellingboe moved, seconded by Christopher Webster, 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**

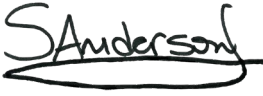
**MOTION:** Bridget Ellingboe moved, seconded by Christopher Webster, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 1:58 p.m.

DRAFT

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

<b>1) Name and title of person submitting the request:</b> Sofia Anderson, Administrative Rules Coordinator		<b>2) Date when request submitted:</b> 9/30/2021 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b> Marriage and Family Therapist Section of the Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board			
<b>4) Meeting Date:</b> October 12, 2021	<b>5) Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Administrative Rule Matters – Discussion and Consideration  1. Pending or Possible Rulemaking Projects. a. MPSW 3, 11, and 17, Relating to application requirements for credentials.	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> (If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff)  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>	
<b>10) Describe the issue and action that should be addressed:</b>  Attachments: <ul style="list-style-type: none"> <li>• Marriage and Family Therapist Section Rule Projects chart</li> </ul> Copies of Board rule projects can be found here: <a href="https://dps.wi.gov/Pages/RulesStatutes/PendingRules.aspx">https://dps.wi.gov/Pages/RulesStatutes/PendingRules.aspx</a>			
<b>11) Authorization</b>			
		9/30/2021	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
<b>Directions for including supporting documents:</b> 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			



**Marriage and Family Therapy Section of the MPSW Examining Board  
Rule Projects (updated 09/30/21)**

<b>Clearinghouse Rule Number</b>	<b>Scope #</b>	<b>Scope Expiration</b>	<b>Code Chapter Affected</b>	<b>Relating clause</b>	<b>Current Stage</b>	<b>Next Step</b>
CR 21-053	114-20	02/24/2023	MPSW 3, 11, and 17	Reciprocal credentials service members	Public Hearing rescheduled to 10/12/21. CH comments need to be approved	Board approval