

## Minutes

The Music Therapy Committee of the Board of Medical Licensure and Supervision met on February 27, 2017, in accordance with the Open Meeting Act. The meeting was held at the office of the Board, 101 NE 51st Street, Oklahoma City, Oklahoma. Advance notice of this regularly scheduled meeting was transmitted to the Oklahoma Secretary of State on November 1, 2016, and posted on the Board's website on February 23, 2017. The notice and agenda were posted in prominent public view on the front doors of the Oklahoma Board of Medical Licensure and Supervision building located at 101 NE 51st St., Oklahoma City, OK on February 23, 2017 at 4:30 p.m.

### Members Present were:

Sophia Lee, PhD, MT-BC  
Suzanne Heppel, MT-BC  
Rachel Nowels, MT-BC  
Linda McCoy, Healthcare Professional  
Dyann Arnett, Lay Person

### Others present:

Lyle Kelsey, Executive Director  
Reji Varghese, Deputy Director  
Barbara J. Smith, Executive Secretary  
Teresa Mitchell, Director of Licensing  
Kenna Shaw, Administrative Technician (Licensing)  
Lisa Cullen, Administrative Technician (Licensing)  
Tiffany Wythe, AAG, Committee Advisor

Having noted a quorum, Ms. Heppel called the meeting to order at 1:31 p.m.

Following Committee review, Dr. Lee moved to approve the minutes of December 12, 2016, as written. Ms. McCoy seconded the motion and the vote was unanimous in the affirmative.

Barbara Smith, Executive Secretary, provided an update on the Oklahoma Medical Board proposed emergency rule amendment: *Okla. Admin. Code 435:1-1-7. Fees [AMENDED]*. Ms. Smith advised that the emergency rule amendment provides for a licensure fee for music therapists pursuant to new law. She also stated that the emergency rule amendment was properly submitted to the Secretary of State for online filing on January 18, 2017. Governor Fallin has 45 days from the date of submission in which to approve the rule. The 45 days will expire on March 4, 2017. Ms. Smith will contact the governor's office to check on the status of the rule.

Next, Ms. Mitchell led a review of the licensing application forms. This was an electronic presentation and no handout was provided. Mr. Kelsey stated that the application form will initially be provided in paper form, but will later be provided electronically. Mr. Kelsey and Mr. Varghese answered questions of the Committee regarding electronic

submissions. The forms reviewed were the Application Form, Evidence of Status; Verification of Education (Form 1), Endorsement/Verification of Licensure, Oath and Photo Page, and Extended Background Check. These forms may be found under the “Forms & Resources” tab on the Music Therapists web page. Dr. Lee moved to accept the forms as presented. Ms. Nowels seconded the motion and the vote was unanimous in the affirmative.

Next, the Committee discussed the drafting of rules. Mr. Varghese, Mr. Kelsey and Ms. Smith will begin compiling rule language for the Committee’s review. Mr. Kelsey reiterated that having rules in place is not required in order for the Committee to review and recommend applications for licensure.

There being no further business, Dr. Lee moved to adjourn. Ms. Nowels seconded the motion and the vote was unanimous in the affirmative. The time was 2:00 p.m.