

**Family Mediator Certification Board**  
**Minutes**  
**February 2, 2016**

Present: E. Jasina, T. Sturke, R. Cram, M. Garner, P. Goldsmith, E. Christensen, L. Aaby, and M. Rousseau.

Excused: E. Dinerstein, C. Sadler and C. Dochstader

Also present: P. Heinrich, L. Capuchino, and C. Horne

M. Rousseau called the meeting to order at 4:20 PM.

**Approval of Prior Minutes**

T. Sturke made a MOTION to approve the Public Minutes from January 5, 2016. Second: M. Garner. P. Goldsmith pointed out some typographical corrections. MOTION PASSED.

P. Goldsmith made a MOTION to approve the Non-Public Minutes from January 5, 2016. Second: E. Christensen. MOTION PASSED.

**Continuing Education Approval Requests**

P. Goldsmith made a MOTION to approve “Self-Employed Income & Business Valuation for Attorneys and Mediators” to be presented on February 5, 2016 and sponsored by NHCRA for 6 hours of Legal Update continuing education. Second: T. Sturke. MOTION PASSED.

**Report on Meeting with NHCRA**

E. Christensen reported that she, C. Dochstader and E. Dinerstein attended an NHCRA Board meeting. She said they discussed issues related to filing timely and complete paperwork for continuing education courses as well as the need for regularly scheduled courses in the four content areas required for certification renewal. She said that NHCRA Board members are concerned about the requirements for continuing education course providers, especially in the area of domestic violence.

M. Rousseau, who was also at the NHCRA Board meeting, reported that the NHCRA Board has committed to offering at least one course in each of the four renewal training content areas yearly. However, she said she told the NHCRA Board that the Family Mediator Certification Board continuing education course provider requirements are in place to maintain a high level of quality and skill for both the course and for mediators taking the courses.

P. Goldsmith reminded members that NHCRA also needs to be aware that in order for courses to be approved for Mediation Skills, they must have a “hands-on” component.

**Administrative Assistant’s Report**

M. Garner left the room at this time.

After discussion about what the email was requesting and how to respond, P. Goldsmith made a MOTION to send a reply indicating that Ms. Stebbins needed to contact the court clerk to

request a new mediator and learn more about the work of the Board on its website. Second: T. Sturke. MOTION PASSED 5 – 2 – 0, with E. Jasina and R. Cram opposed.

M. Garner returned to the meeting.

**Non-Public Session I: RSA 91-A:3 II c.**

T. Sturke made a MOTION to go into Non-Public Session under RSA 91-A:3, IIc: Personal. Second: M. Garner.

L. Capuchino told the Board that she asked the Attorney General's office for clarification about how a roll vote is conducted.

A roll call vote was held. MOTION PASSED.

The Board began Non-Public Session at 4:45 PM.

The Board resumed Public Session at 5:10 PM.

T. Sturke made a MOTION to seal the Non-Public Minutes. Second: M. Garner. MOTION PASSED.

**Hearing Order**

T. Sturke asked the Board how it wanted to proceed regarding the hearing order. M. Garner suggested that C. Sadler had offered to revise the proposed order and that, since there are no deadlines in the Board hearing rules, the Board could ask C. Sadler if she wants someone else to finish the order or if she plans to continue revising it when she can do so. He also said that as hearing presiding officer, he did not feel it was appropriate for him to write the order. By consensus, members agreed with this plan.

E. Christensen made a MOTION to include a link to the NHCADSV brochure "What You Should Know About Domestic Violence and Mediation" on the Board's website. Second: T. Sturke. MOTION PASSED.

T. Sturke suggested that the next major project for the Board was Rules Revision. She asked P. Heinrich to review prior minutes and current rules to create a list of what issues have been raised since the last rules revision and work has been done. She asked that the list be sent to all members prior to the next meeting so that members could review and be ready at the next meeting to prioritize.

L. Capuchino told the Board that OPLC now has an attorney on staff, who will help the Board with the rules process.

T. Sturke made a MOTION to adjourn. Second: L. Aaby. MOTION PASSED.

M. Rousseau adjourned the meeting at 5:25 PM.