

**KENTUCKY BOARD OF SOCIAL WORK
MINUTES OF THE BOARD OF DIRECTORS' MEETING
Tuesday August 26, 2016**

A regular meeting of the Kentucky Board of Social Work was held on Tuesday, August 26, 2016, at the board office located at 43-44 Fountain Place, Frankfort KY 40601.

MEMBERS PRESENT

Bill Adcock, LCSW, Chair
Dr. Jay Miller, Vice Chair
Janice James, LCSW
Sharon Sanders, LCSW
Jay Davidson, LCSW
Sally Rhoads, LCSW
Hilma Prather, Public Member

OTHERS PRESENT

Brian Judy, Board Counsel, Assistant Attorney General

BOARD STAFF PRESENT

Florence Huffman, Executive Director
Lindsay Redman, Staff
Lisa A. Turner, Staff
Molly Bode, Intern

CALL TO ORDER

Bill Adcock, LCSW, Chair, called to order the regular meeting of the board at 11:15 a.m.

INTRODUCTION OF GUEST

Brenda Rosen CSW, Executive Director, NASW-KY

APPROVAL OF MINUTES

A motion was made by Jay Davidson to approve the minutes of the July 26, 2016 board meeting as presented; seconded by Sharon Sanders, motion carried.

EXECUTIVE DIRECTOR'S REPORT

Florence Huffman, ED
Lindsay Redman

a. Operations Report for July 2016

Documents Received and Processed

- Applications received: 64 total
- Applications approved: 72 total (Bachelors exam: 10; Masters exam: 47; Clinical exam: 15)
- Initial licenses issued: 61 total (LSW: 5; CSW: 45; LCSW: 11)
- Supervision contracts: 61 contracts were approved; 25 contracts were deferred due to incomplete contracts
- Reinstatements: 6
- Temporary Permits: 11 non-clinical temporary permits approved and 16 clinical temporary permits approved.

b. Education and Outreach / Technology

- A motion was made by Sally Rhoads to approve the new logo as presented; seconded by Janice James, motion carried.

c. ASWB

- Janice James and Ms. Huffman will attend the ASWB 2016 Annual Meeting of the Delegate Assembly on November 17 – 20, 2016.

FINANCIAL REPORT

Florence Huffman, ED

- a. Report of Expenditures and Revenues
 - July 2016
 - Sum of Revenues: \$34,870
 - Sum of Expenditures: \$37,166
 - Cash Balance: \$426,226
- b. Travel and Per Diem
 - A motion was made by Sally Rhoads to approve board members' travel and per diem; seconded by Sharon Sanders, motion carried.

COMMITTEE REPORTS

Bill Adcock,

Chair

- a. Complaint Review: Janice James, LCSW and Bill Adcock, LCSW
 - 16-17 A: The committee recommended dismissal; seconded by Dr. Justin Miller, the board approved the recommendation.
 - 16-24: The committee recommended that an investigation be opened; seconded by Jay Davidson, the board approved the recommendation.
 - 16-25 (formerly 16-17 A): The committee recommended that an investigation be opened; seconded by Sharon Sanders, the board approved the recommendation.
 - 16-21: The committee recommended that an investigation be opened; seconded by Sharon Sanders, the board approved the recommendation.
 - 16-26 : The committee recommended that a complaint be opened initiated by the board; seconded by Sally Rhoads, the board approved the recommendation.
- b. Application Review Committee: Jay P. Davidson, LCSW and Sharon Sanders, LCSW
 - The committee recommended the application from Andrea Howard for equivalency approval for a Bachelor's degree in University Studies be denied; seconded by Jay Miller, motion carried.
 - The committee recommended the application from Allison Fessel for equivalency approval for a B.S. in Psychology be denied; seconded by Jay Miller, motion carried.
 - The committee recommended the application from Amanda Couch for equivalency approval for a B.S. in Human Services be denied; seconded by Jay Miller, motion carried.
 - Wade McCallam's request to renew his license was approved.
- c. Supervision: Dr. Justin Miller, CSW; Sally Rhoads, LCSW; Jay Davidson, LCSW
 - The committee recommended that the expiration of the temporary license for Terry Pulce was sufficient and no further action was required; seconded by Janice James, motion carried.
- d. Continuing Education: Dr. Justin Miller, Ph.D. and Hilma Prather
 - No report for today's meeting.

OLD BUSINESS

Bill Adcock, Chair

- a. KAR Amendments: Continuing Education regulation 201 KAR 23:075 will be refiled with LRC.
- b. Personnel: (Molly Bode, Lisa Turner and Lindsay Redman excused themselves from the meeting at this time.) The board discussed Ms. Huffman's and Ms. Redman's annual performance evaluations, respectively. By agreement, Ms. Huffman's evaluation was passed to next month's board meeting. On motion of Sally Rhoads, seconded by Janice James, the board unanimously approved a nine percent salary adjustment for non-merit employee, Lindsay Redman, and a reclassification of her position as administrative coordinator to Grade 12.

NEW BUSINESS

Bill Adcock, Chair

- a. A motion was made by Janice James to authorize the Executive Director to initiate and send agency complaints to licensees under certain circumstances (such as practicing without a license or a licensee self-reporting a criminal conviction) and to notify the Complaint Committee; seconded by Hilma Prather, motion carried.
- b. Kentucky Employees Charitable Giving Campaign packets were distributed to each member of the board.

ADJOURNMENT

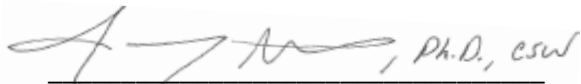
There being no further business to come before the board, the meeting adjourned at 1:45 p.m.; seconded by Dr. Justin Miller, motion carried.

NEXT MEETING: 11.am. EST, September 27, 2016, 43-44 Fountain Place, Frankfort, KY 40601

REVISED BOARD MEETING SCHEDULE

December 6, 2016 is scheduled as a new board meeting date. The regularly scheduled November and December meetings are cancelled.

Approved as amended on January 3, 2017:

A handwritten signature in cursive script, appearing to read "Justin Miller, Ph.D., CSW". The signature is written in black ink on a white background.

Justin "Jay" Miller, Ph.D., CSW, Chair