

**KENTUCKY BOARD OF SOCIAL WORK
BOARD MEETING MINUTES**

Tuesday, August 1, 2017 | 11:00 am | 43-44 Fountain Place, Frankfort, Kentucky

Board Members Present:

Sally Rhoads, LCSW-Vice Chair
Hilma Prather, Public Member
Anne Adcock, CSW
James Haggie, LSW
Jene Hedden, LCSW
Charlene Burlaw, LCSW
Jay Miller, Ph.D, CSW – Chair, was not in attendance and Vice Chair Sally Rhoads presided.

Staff Present:

Florence Huffman, Executive Director
Lindsay Redman, Administrative Coordinator
Lisa A. Turner, Executive Coordinator
Pat Wasson, Staff Assistant

Consultants Present: Brian Judy, Board Counsel, Assistant Attorney General

Guests Present: Brenda Rosen, Executive Director, NASW-KY

Call to order

Vice Chair Sally Rhoads called the meeting to order at 11:22 a.m.

New Board Members Oath

Charlene Burlaw, LCSW, was administered the oath and sworn in as a Board Member.

Minutes of July 5, 2017

Sally Rhoads, LCSW Vice Chair

Approved: A motion was made by Jene Hedden and seconded by James Haggie to approve the minutes of the July 5, 2017 board meeting. The motion carried by unanimous voice.

Executive Director's Report

Florence Huffman, Executive Director

Operations Report – July 2017

Documents received in July:	237 total
• Applications approved in July:	72 total (Bachelor's exam: 10; Master's exam: 50; Clinical exam: 12)
• Initial licenses issued in July:	67 total (LSW: 4; CSW: 47; LCSW: 16)
• Supervision Contracts in July:	35 approved, approximately 13 incomplete submissions
• Reinstatements in July:	7 total
• Temporary Permits approved in July:	1 nonclinical, 6 clinical

Education and Outreach / Technology

The board is starting a project to create informational videos with online access.

The Kentucky Interactive project to post a pdf link of a disciplinary action to the license verification page is moving forward, but will require redactions to the final orders prior to posting. The goal for the completion of the online application for licensure is December 31, 2017.

Association of Social Work Boards (ASWB)

Approved: A motion was made by Hilma Prather, seconded by Anne Adcock to approve James Haggie to attend ASWB New Board Member Training in August 2017 and submit a claim for reimbursement. The motion carried by unanimous voice.

Financial Report

July 2017 Revenues and Expenditures

Lindsay Redman, Administrative Coordinator, presented the following report:

- Sum of Revenues: \$43,245
- Sum of Expenditures: \$44,480
- Cash Balance: approximately \$407,566
- On July 26, 2017 the Expended Budget was approximately 13%

Additional Funds: Scanning Project

Approved: A motion was made Jene Hedden and a second by Hilma Prather to approve a request for budget year 2017-2018 for costs to scan paper records to digital format and moving expenses associated with the relocation of the office in an amount not to exceed \$50,000.

Travel and Per Diem

Approved: A motion was made James Haggie and a second by Anne Adcock to approve board members' travel and per diem. The motion carried by unanimous voice.

Committee Reports

Complaint Review Committee

Anne Adcock, CSW

Approved: A recommendation was made by the committee to revise the counter offer in Case No. 16-34: one (1) year suspension, probated for nine (9) months, to serve three (3) months retroactively and to include a fine not to exceed \$2,000 (authority to Brian Judy). Seconded by Hilma Prather, the motion carried by unanimous vote.

Application Review Committee

Sally Rhoads, LCSW and James Haggie, LSW

Approved: A recommendation was made by the committee to accept Liberty Powell's unofficial transcript for purposes of granting licensure after she passes the exam. Seconded by Hilma Prather, the motion carried by unanimous vote.

Approved: A recommendation was made by the committee to deny Shahera Brown's request to approve her bachelor's degree as equivalent to the bachelor's degree requirement to qualify to take the ASWB Bachelor's exam. Seconded by Anne Adcock, the motion carried by unanimous vote.

Supervision Committee

Sally Rhoads, LCSW and Jay Miller, Ph.D, CSW

No Supervision Committee Meeting was held because no requests for supervision were submitted for the committee's review.

Continuing Education Committee

Hilma Prather and James Haggie, LSW

No Continuing Education Committee Meeting was held because no requests for continuing education were submitted for the committee's review.

Old Business

Relocation of office from Fountain Square

A new office location at 125 Holmes Street, Suite 310 is now available and plans for re-fit/renovations are underway. Board approval of the terms of the lease will be addressed in the future when available.

Molly Bode Research Project "A Decade of Complaints"

The presentation from Molly Bode on her research project: "A Decade of Complaints" was deferred.

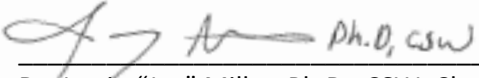
Committee Assignments

New committee member assignments were tabled until all members of the board are in attendance.

Adjournment

The meeting adjourned at 1:30 p.m.

Respectfully submitted,

 Ph.D., CSW

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