

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

Tuesday, July 11, 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

Staff Present:

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

Jay Miller, Ph.D, CSW – Chair, was not in attendance and Vice Chair Sally Rhoads presided. New board member appointee Charlene Burlaw, LCSW, and Lindsay Redman, Administrative Coordinator, were not in attendance.

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 11:50 a.m.

New Board Members Oath

Jene Hedden, LCSW, was administered the oath and sworn in as a Board Member.

Minutes of June 6, 2017

Sally Rhoads, LCSW Vice Chair

Approved: A motion was made by Hilma Prather and seconded by James Haggie to approve the minutes of the June 6, 2017 board meeting. The motion carried by unanimous voice.

Executive Director’s Report

Florence Huffman, Executive Director

Operations Report – May and June 2017

Documents received in May: 384 total
Documents received in June: 432 total

- Applications approved in May: 111 total (Bachelor’s exam: 9; Master’s exam: 83; Clinical exam: 19)
- Applications approved in June: 103 total (Bachelor’s exam: 12; Master’s exam: 68; Clinical exam: 23)
- Initial licenses issued in May: 54 total (LSW: 6; CSW: 33; LCSW: 15)
- Initial licenses issued in June: 69 total (LSW: 7; CSW: 49; LCSW: 13)
- Supervision Contracts in May: 30 approved, 13 incomplete submissions
- Supervision Contracts in June: 37 approved, 23 incomplete submissions
- Reinstatements in May: 5 total
- Reinstatements in June: 6 total
- Temporary Permits approved in May: 1 nonclinical, 2 clinical
- Temporary Permits approved in June: 0 nonclinical, 4 clinical

Education and Outreach / Technology

An announcement is being prepared to go out to the licensees with information on the changes to the Continuing Education regulation.

Florence Huffman reported that the online “Complaint Form” went live today. Other projects in motion with Kentucky Interactive include the “News Room” page with You Tube videos; process to add the pdf link to the

disciplinary action document on the Verification Look Up page; and completion of the KBSW logo. The goal for the completion of the online application for licensure is December 31. A conversion to a new database will be part of the online application for licensure project.

Association of Social Work Boards (ASWB)

Approved: A motion was made by James Haggie and a second by Hilma Prather to approve Anne Adcock to attend, as the one board member funded to represent Kentucky, the 2017 ASWB Annual Meeting of the Delegate Assembly held in Atlanta November 17-19, 2017; for Florence Huffman to attend, as funded to represent Kentucky, the ASWB Board of Director's Meeting held in Minneapolis August 4-5, 2017; and for James Haggie to attend New Board Member Training (fully funded by ASWB) in August 2017. The motion carried by unanimous voice.

Financial Report

May and June 2017 Revenues and Expenditures

- May Sum of Revenues: \$32,610 June Sum of Revenues: \$21,050
- May Sum of Expenditures: \$32,381 June Sum of Expenditures: \$16,689
- June 30 Year-End Cash Balance: \$408,563
- On June 30, 2017 the Expended Budget was 99.98%

Travel and Per Diem

Approved: A motion was made by Anne Adcock and a second by Jene Hedden 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 and a second by Hilma Prather for dismissal for case no. **16-28**. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee and a second by Jene Hedden for dismissal for case no. **16-29**. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee and a second by Hilma Prather for an Agreed Order with the terms of suspension of practice for one year, probated, and \$500 fine for case no. **16-33**. The motion carried by unanimous voice.

Application Review Committee

Sally Rhoads, LCSW and James Haggie, LSW

Approved: A recommendation was made by the committee to approve Aamir Saadiq's application for approval to take the ASWB exam. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to deny JoAnn Anderson's application for approval to take the ASWB exam. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to deny Megan Godby'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. The motion carried by unanimous voice.

Supervision Committee

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

Approved: A recommendation was made by the committee and a second by Hilma Prather to deny Bethany Riley's request to approve the supervision hours received during a period of clinical practice without an approved supervision contract. The motion carried by unanimous voice.

The unlicensed practice of clinical social work without an approved supervision contract for Bethany Riley, supervisee, and Sallie Ingram, supervisor, will be reviewed at the August Board Meeting.

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

Licensure Board Restructure

The restructure plan for general government licensing boards has been put on hold.

Demolition of Fountain Place, Capital Plaza Tower and the Frankfort Convention Center

The Fountain Place tenants' deadline to vacate is still September 29, 2017. The Finance Cabinet Department for Facilities has not responded to follow up requests for available locations.

Molly Bode Research Project "A Decade of Complaints"

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

New Business

Approved: A motion was made Hilma Prather and a second by Jene Hedden to approve Jay Miller and Florence Huffman to select the MSW Intern for 2017-18. The motion carried by unanimous voice.

Refund Requests

Approved: A motion was made Anne Adcock and a second by Hilma Prather to approve the refund request for a verification fee paid by mistake believing it to be a requirement for a Supervision Contract Application. The motion carried by unanimous voice.

Committee Assignments

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

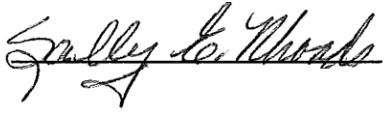
Office of Attorney General as General Counsel

Approved: A motion was made Anne Adcock and a second by James Haggie to approve the Memorandum of Agreement to retain Brian Judy, Assistant Attorney General, as Board General Counsel. The motion carried by unanimous voice.

Adjournment

Approved: A motion was made Jene Hedden and a second by Anne Adcock to adjourn the meeting at 1:30 p.m. The motion carried by unanimous voice.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sally E. Rhoads". The signature is written in black ink and is positioned above the printed name.

Sally Rhoads, LCSW, Vice Chair