

**KENTUCKY BOARD OF SOCIAL WORK  
BOARD OF DIRECTORS MINUTES  
SPECIAL CALLED MEETING  
Tuesday, June 6, 2017 | 11:00 am | 43-44 Fountain Place, Frankfort, Kentucky**

**Members Present:**

Jay Miller, PhD, CSW - Chair  
Jay Davidson, LCSW  
Janice James, LCSW  
Sally Rhoads, LCSW  
Hilma Prather, Public Member  
Anne Adcock, CSW  
James Haggie, LSW

**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

**Call to order**

Chair Dr. Jay Miller called the meeting to order at 11:24 a.m.

**New Board Members Oath**

Anne Adcock, CSW and James Haggie, LSW were administered the oath and sworn in as Board Members. James Haggie agreed he will attend ASWB's New Board Member training, date to be determined.

**Minutes of April 4, 2017**

Justin Miller, PhD, CSW Chair

**Approved:** A motion was made by Janice James and seconded by Sally Rhoads to approve the minutes of the May 9, 2017 board meeting. The motion carried by unanimous voice.

**Executive Director's Report**

Florence Huffman, Executive Director

**Operations Report - April 2017**

Lindsay Redman, Administrative Coordinator, presented the following report:

Applications received: 379 total

- Applications approved: 122 total (Bachelor's exam: 16; Master's exam: 91; Clinical exam: 15)
- Initial licenses issued: 107 total (LSW: 13; CSW: 84; LCSW: 10)
- Supervision Contracts: 39 approved, 14 incomplete submissions
- Reinstatements: 7 total
- Temporary Permits approved: 4 nonclinical, 0 clinical

Lindsay Redman prepared charts for April 2016 and April 2017 showing the number of applications received, ASWB exam approvals, initial licensure and renewals. It was noted there is a higher volume of applications was received during the month of May.

**Education and Outreach / Technology**

Florence Huffman reported that the "Request to Provide Supervision" application is already live on the KBSW website and the online "Complaint Form" is expected to go live very soon.

**Association of Social Work Boards (ASWB)**

BSW Board of Directors Meeting June 6, 2017

Anne Adcock will 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.

Florence Huffman will attend, as funded to represent Kentucky, the ASWB Board of Director's Meeting held in Minneapolis August 4-5, 2017; out of state travel delayed for board approval at the July board meeting.

### **Financial Report**

#### **April 2017 Revenues and Expenditures**

Lindsay Redman, Administrative Coordinator, presented the following report:

- Sum of Revenues: \$33,315
- Sum of Expenditures: \$31,707
- Cash Balance: approximately \$309,973
- On May 31, 2017 the Expended Budget was approximately 96%

#### **Travel and Per Diem**

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

### **Committee Reports**

#### **Complaint Review Committee**

Justin Miller, PhD, CSW; and Janice James, LCSW

**Approved:** A recommendation was made by the committee and a second by Anne Adcock to issue a subpoena for any and all treatment records from the Grayson District Court Case No. 15J-00003-001 in KBSW case no. 15-14 A & B. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee and a second by Jay Davidson to open the complaint for investigation for case no. 17-03. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee and a second by Jay Davidson for dismissal for case no. 17-04. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee and a second by Anne Adcock to open the complaint for investigation for case no. 17-06. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee and a second by Sally Rhoads for an Assurance of Voluntary Compliance for case no. 17-07. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee and a second by Sally Rhoads to deny the application for licensure as a reportable disciplinary action for case no. 17-09. The motion carried by unanimous voice.

#### **Application Review Committee**

Jay Davidson, LCSW and Sally Rhoads, LCSW

**Approved:** A recommendation was made by the committee and a second by Hilma Prather to approve Joseph Blandford's application for approval to take the ASWB exam. The motion carried by unanimous voice.

#### **Supervision Committee**

Jay Davidson, LCSW and Sally Rhoads, LCSW

No Supervision Committee meeting was held because no requests for supervision were submitted for review.

**Approved:** A recommendation was made by the committee and a second by Anne Adcock to approve Mark Brengelman’s Provider Application for Continuing Education Approval for “The Kentucky Code of Ethical Conduct for Social Workers: Ethical Practice; Risk Management and the Code of Ethical Conduct” to meet the requirement under 201 KAR 23:080 for one year. The motion carried by unanimous voice.

**Old Business**

Justin Miller, PhD, CSW Chair

**Licensure Board Restructure**

There was a discussion regarding the most recent information on the plan to restructure General Government licensing boards – July 1 has been reported by the Public Protection Cabinet as the effective date.

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

The demolition of Fountain Place and surrounding structures will take place in December 2017 and all tenants must vacate by September 2017. The Finance Cabinet Department for Facilities requires the “Space Request” form in order to approve a location for the tenants. The form was properly submitted by the board office and the office has not yet received a response for available locations.

**Publication of Disciplinary Actions**

**Approved:** A motion was made by Hilma Prather and a second by Anne Adcock to publish the disciplinary action for a licensee as a link to the pdf document of the final board action posted on the board website on the verification look-up page of the licensee. The motion carried by a majority. James Haggie abstained.

**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**

Justin Miller, PhD, CSW Chair

**Approved:** A motion was made Anne Adcock and a second by James Haggie to approve the following board committee appointments:

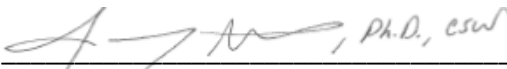
- Complaints Committee: Jay Miller and Anne Adcock
- Supervision Committee: Jay Miller and Sally Rhoads
- Application Committee: Sally Rhoads and James Haggie
- Continuing Education Committee: Hilma Prather and James Haggie

The motion carried by unanimous voice.

**Adjournment**

**Approved:** A motion was made Hilma Prather and a second by Anne Adcock to adjourn the meeting at 1:40 p.m. The motion carried by unanimous voice.

Respectfully submitted,

  
 \_\_\_\_\_  
 Dr. Justin “Jay” Miller, Ph.D., CSW, Chair