

**KENTUCKY BOARD OF SOCIAL WORK  
BOARD OF DIRECTORS MINUTES  
SPECIAL CALLED MEETING**

**Tuesday, May 9, 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 was absent.

**Staff Present:**

Lindsay Redman, Administrative Coordinator  
Lisa A. Turner, Executive Coordinator  
Molly Bode, Intern  
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 11:22 a.m.

**Introduction of Guests**

Brenda Rosen, LCSW, Executive Director, Kentucky NASW and Kathy Adams, Director of Public Policy, Children's Alliance were introduced and welcomed.

Justin Miller, PhD, CSW Chair

**Minutes of April 4, 2017**

**Approved:** A motion was made by Jay Davidson and a second by Hilma Prather to approve the minutes of the April 4, 2017 board meeting. The motion carried by unanimous voice.

Justin Miller, PhD, CSW Chair

**New Business**

The strategic plan for restructuring General Government licensure boards was discussed.

Justin Miller, PhD, CSW Chair

**Executive Director's Report**

**Operations Report - March 2017**

Lindsay Redman, Administrative Coordinator, presented the following report:

Applications received: 108 total

- Applications approved: 56 total (Bachelor's exam: 7; Master's exam: 31; Clinical exam: 18)
- Initial licenses issued: 48 total (LSW: 4; CSW: 18; LCSW: 26)
- Supervision Contracts: 31 approved, 22 incomplete submissions deferred
- Reinstatements: 10 total
- Temporary Permits approved: 4 nonclinical, 0 clinical

Justin Miller, PhD, CSW and Lindsay Redman, Administrative Coordinator

**Financial Report**

**February 2017 Revenues and Expenditures**

Lindsay Redman, Administrative Coordinator, presented the following report:

- Sum of Revenues: \$30,695
- Sum of Expenditures: \$31,860
- Cash Balance: approximately \$243,158
- On March 29, 2017 the Expended Budget was approximately 77%

## Travel and Per Diem

**Approved:** A motion was made by Janice James and a second by Jay Davidson 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 Sally Rhoads for an Agreed Order for case no. 16-31 with the terms, supervision every other week for a total of ten weeks focusing on proper termination of client relationship. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee and a second by Jay Davidson for an Assurance of Voluntary Compliance for case no. 17-02. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee and a second by Sally Rhoads to open the complaint for investigation for case no. 17-04 A & B. 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 invite the applicant requesting licensure to an interview to discuss the applicant's felony conviction. The motion carried by unanimous voice; Jay Davidson recused.

**Approved:** : A recommendation was made by the committee and a second by Anne Adcock to deny the two separate requests to approve each of their respective applications based upon the Equivalency Standard because the coursework completed for each of their respective Bachelor's degrees in Psychology was not sufficiently social work related to meet the standard. The motion carried by unanimous voice.

### **Supervision Committee**

Jay Davidson, LCSW and Sally Rhoads, LCSW

**Approved:** A recommendation was made by the committee and a second by Hilma Prather to deny the request to accept the supervision hours earned in 1996-1997 because the supervisee could not provide copies of the Supervised Experience Documentation forms. The motion carried by unanimous voice.

### **Continuing Education Committee**

Justin Miller, PhD, CSW and Hilma Prather

No Continuing Education Committee meeting was held because no requests for continuing education were submitted for committee review.

### **Old Business**

Justin Miller, PhD, CSW Chair

#### **201 KAR 23: 075 Continuing Education Regulation**

The regulation became effective on May 4, 2017.

#### **Publication of Disciplinary Actions**

The board review of the issue of publication of disciplinary actions on the Board website was deferred to the June board meeting.

### **Molly Bode Research Project “A Decade of Complaints”**

The presentation from Molly Bode on her research project: “A Decade of Complaints” was deferred to the June board meeting.

### **New Business**

Justin Miller, PhD, CSW Chair

### **Refund Requests**

**Approved:** A motion was made Jay Davidson and a second by Anne Adcock to deny the refund request for the \$100 late fee for a late renewal due to difficulties with the online renewal application. The motion carried by unanimous voice.

**Approved:** A motion was made Hilma Prather and a second by Jay Davidson to deny the refund request for the \$100 late fee for a late renewal application. The motion carried by unanimous voice.

### **Adjournment**

**Approved:** A motion was made Anne Adcock and a second by Jay Davidson to adjourn the meeting at 12:30 p.m. The motion carried by unanimous voice.

Respectfully submitted,



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