

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

Tuesday, October 3, 2017 | 11:00 am | 43-44 Fountain Place, Frankfort, Kentucky 40601

Board Members Present:

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

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: Quincy Ward, Counsel, Public Protection Cabinet and Tony President, Kentucky Chapter of the National Association of Social Workers

Call to order

Chairman Jay Miller called the meeting to order at 11:10 a.m.

Announcement

Lindsay Redman announced her resignation from her position with the Board of Social Work. The board expressed congratulations and appreciation for her exceptional dedication and contributions to the board.

Minutes of September 5, 2017

Jay Miller, CSW Chairman

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

Executive Director's Report

Florence Huffman, Executive Director

Operations Report – September 2017

Documents received in September: total 170

- Applications approved in September: 45 total (Bachelor's exam: 5; Master's exam: 19; Clinical exam: 21)
- Initial licenses issued in September: 39 total (LSW: 2; CSW: 23; LCSW: 14)
- Supervision Contracts in September: 60 approved, 30 incomplete submissions
- Reinstatements in September: 4 total
- Temporary Permits approved in September: 2 nonclinical, 5 clinical

Licensee File Scanning Project

- Ms. Huffman reported the progress on the paper files that have been boxed and are ready to be picked-up by Libraries and Archives to begin scanning licensee records into digital format.

Education and Outreach / Technology

- The project with Kentucky Interactive to create an online portal to submit Applications for Licensure has been delayed due to program development problems.
- License expiration notices will be sent as postcards to each licensee and will include their individual expiration dates.

Association of Social Work Boards (ASWB)

- Board Member Anne Adcock will attend 2017 Annual Meeting of the Delegate Assembly as the Kentucky delegate; Florence Huffman will attend as the Executive Director, alternate delegate and a director-at-large on the ASWB Board of Directors. The meeting will be held on November 17-19, 2017 in Atlanta and is fully funded by the ASWB. The requests for out-of-state travel were submitted and approved by the Public Protection Cabinet.
- The board discussed the proposed ASWB Mobility Strategy to create a social work registry of licensure applicants with a focus on the items that jurisdictions have in common. As the Kentucky Delegate, Anne Adcock may vote on the future *strategy* for this project, but not a *plan*.

Financial Report

September 2017 Revenues and Expenditures

Lindsay Redman, Administrative Coordinator, presented the following report:

- Sum of Revenues: \$31,225
- Sum of Expenditures: \$25,286
- Cash Balance: approximately \$415,605
- On September 28, 2017 the Expended Budget was approximately 29%

Travel and Per Diem

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

Committee Reports

Complaint Review Committee

Jay Miller, CSW and Anne Adcock, CSW

Approved: A recommendation was made by the committee and a second by Hilma Prather to dismiss case no. 17- 16. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee and a second by Sally Rhoads to initiate a complaint for case no. 17- 25. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee and a second by Hilma Prather to offer an Agreed Order for case no. 17- 24. 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 deny Samantha Behmke's request to approve her education 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

Jay Miller, CSW and Sally Rhoads, LCSW

No Supervision Committee meeting was held.

Continuing Education Committee

Hilma Prather and James Haggie, LSW

No Continuing Education Committee meeting was held.

Old Business

Relocation of office from Fountain Place to 125 Holmes Street

The new office suite renovations are nearing completion but a definite move-in date has not been established. The next board meeting will be held on November 7, 2017 at the new location at 125 Holmes Street in the boardroom with “Notice of a Special Meeting of the Board.”

Committee Assignments

Dr. Miller will compose an online survey which will be sent to all board members to determine interests and talents for committee assignments.

MSSW Interns

The board will be accepting nominees to serve as an MSSW intern at the board office starting in January 2018. The student should have a specific interest in policy.

Community Mental Health Centers

The board discussed the legal issues involving “professional equivalence” approved by the Department of Medicaid and the concern about unlicensed practice of clinical social work at CMHCs.

Adjournment

Approved: A motion was made by Sally Rhoads and a second by Jene Hedden to adjourn the meeting at 1:15 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Justin Miller", followed by the typed text "Ph.D., CSW".

Justin “Jay” Miller, PhD., CSW, Chairman