

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

Tuesday, July 10, 2018 | 11:30 a.m. | 125 Holmes Street, Frankfort, Kentucky 40601

Board Members Present:

Anne Adcock, DSW, CSW, Vice Chair
Jene Hedden, LCSW
James Haggie, LSW
Megan Hanser, CSW
Margaret Hazlette, LCSW
Lisa Johnson, Public Member
Jay Miller, Ph.D., CSW-Chairman, was not in attendance.

Staff Present: Florence Huffman, Executive Director
Lisa A. Turner, Executive Coordinator
Judy Solomon, Administrative Coordinator

Consultants Present: Marcus Jones, Board Counsel, Assistant Attorney General

Guests Present: Brenda Rosen, CSW, Executive Director NASW Kentucky

Call to order

Dr. Anne Adcock, Board Vice Chair, called the meeting to order at 11:30 p.m. EST.

New appointees to the board Megan Hanser, CSW; Margaret Hazlette, LCSW; and Lisa Johnson were sworn-in as board members.

Consent Agenda

Dr. Anne Adcock, CSW, Board Vice Chair

Approved: A motion was made by James Haggie and seconded by Jene Hedden to approve the minutes of the June 12, 2018 board meeting. The motion carried by unanimous voice.

Executive Director's Report

Florence Huffman, Executive Director

Operations Report – June 1-30, 2018

- 92 New Applications (12 LSW; 61 CSW; 19 LCSW)
- 104 Applications approved (7 Bachelor's exam; 69 Master's exam; 28 Clinical exam)
- 80 Initial licenses issued (0 LSW; 64 CSW; 16 LCSW)
- 127 Online Renewals (10 LSW; 62 CSW; 55 LCSW) / 4 Paper Renewals (0 LSW; 1 CSW; 3 LCSW)
- 9 Reinstatements (1 LSW; 7 CSW; 1 LCSW)
- 11 Miscellaneous
- 11 Temporary Permits approved: 3 nonclinical and 8 clinical
- 44 Supervision Contracts approved; 21 contracts deferred

“Approved” supervision contracts are contract applications that were submitted with complete information / attachments that are required in 201 KAR 23:070.

“Deferred” means that the supervision contracts that were submitted were missing required information / attachments and are incomplete per the requirements stated in 201 KAR 23:070. The supervisor of record and the supervisee are informed that there is information needed for the contract to be complete and “approved.”

Association of Social Work Boards (ASWB)

- Executive Director, Florence Huffman, will attend the REAL (Regulatory Education and Leadership – to plan 2019 Education Conference for member boards) Committee meeting July 12-14, 2018 and the ASWB Board of Directors meeting August 13-15, 2018. All expenses are paid by the ASWB for both meetings. The board approved attendance for both meetings on May 8, 2018.

Financial Report

June 1-30, 2018 Revenues and Expenditures

- Sum of Revenues: \$49,167
- Sum of Expenditures: \$24,124

Fiscal Year 17/18 Revenues and Expenditures

- Sum of Revenues: \$415,207
- Sum of Expenditures: \$388,119
- Cash Balance: \$435,651
- Fiscal Year End Expended Budget: 100%

Approved: A motion was made by James Haggie and a second by Jene Hedden to approve board members' travel and per diem for the July 10, 2018 board meeting and the motion carried by unanimous voice.

Committee Reports

Complaint Review Committee

Dr. Anne Adcock, CSW and Jene Hedden, LCSW

Approved: A recommendation was made by the committee to dismiss case nos. 15-14 A & B. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to dismiss case no. 16-24. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to dismiss case no. 16-25. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to dismiss case no. 18-11. The motion carried by unanimous voice.

Application and Supervision Review Committee

Dr. Jay Miller and James Haggie, LSW

Approved: A recommendation was made by the committee to deny A.W.'s application for reinstatement of her Kentucky license which was submitted for review under KRS 335B.020 because she is still under active probation for criminal convictions and that she may reapply after completion of the term of probation. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to grant a CSW license to applicant L.T. whose application for licensure was submitted for review under KRS 335B.020. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to grant approval to applicant S.H. to sit for the Bachelor's ASWB exam upon completion of probation whose application for licensure was submitted for review under KRS 335B.020. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to approve change in supervisors for M.S. on her Temporary permit. The motion carried by unanimous voice.

Old Business

Dr. Anne Adcock, CSW

Personnel Evaluations

The Executive Committee's review of the personnel evaluations and recommendations to the board was deferred.

New Business

Dr. Anne Adcock, CSW

Board of Social Work "Annual Report FY17"

The board reviewed the draft of the BSW Annual Report which Ms. Huffman researched and drafted for the board to approve at the July board meeting. The report covers a comprehensive overview of legislation, and board achievements, as well as statistics and analysis of licenses, discipline and financial information.

Approved: A motion was made by Margaret Hazlette and seconded by James Haggie to approve the draft of the "Annual Report FY17". The motion carried by unanimous voice.

Draft administrative regulation for complaint procedure

Marcus Jones, Attorney

The board provided direction to Mr. Jones regarding content to include as part of the complaint procedure regulation. No action was taken and the vote for approval was deferred.

Draft administrative regulation to temporary permit

Marcus Jones, Attorney

Mr. Jones discussed the proposed changes to the temporary permit regulation. No action was taken and the vote for approval was deferred.

Adjournment

Approved: A motion was made by James Haggie and a second by Jene Hedden to adjourn the meeting at 1:00 p.m.

Respectfully submitted,


Dr. Anne Adcock, CSW, Acting Board Chair