

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

Tuesday, November 13, 2018 | 11:30 a.m. | 125 Holmes Street, Frankfort, Kentucky 40601

Board Members Present:

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

Staff Present:

Lisa A. Turner, Executive Coordinator
Judy Solomon, Administrative Coordinator

Guests Present: Daniel Beasley, KBSW Intern, and Carol Niehaus, LCSW

Call to order

Dr. Jay Miller, CSW, Board Chairman, called the meeting to order at 11:30 a.m. EST.

Consent Agenda (waived)

Approved: A motion was made by James Haggie and seconded by Margaret Hazlette to approve the minutes of the October 9, 2018 board meeting. The motion carried by unanimous voice.

Executive Director's Report

Lisa A. Turner, Executive Coordinator

Operations Report – October 1-31, 2018

- 67 New Applications (4 LSW; 28 CSW; 35 LCSW)
- 59 Applications approved (6 Bachelor's exam; 27 Master's exam; 26 Clinical exam)
- 57 Initial licenses issued (4 LSW; 26 CSW; 27 LCSW)
- 106 Online Renewals (17 LSW; 40 CSW; 49 LCSW) / 4 Paper Renewals (0 LSW; 1 CSW; 3 LCSW)
- 12 Reinstatements (2 LSW; 7 CSW; 3 LCSW)
- 7 Miscellaneous
- 7 Temporary Permits approved: 5 nonclinical and 2 clinical
- 52 Supervision Contracts approved; 15 contracts deferred

Education and Outreach / Technology

- Online license reinstatements are now active with reporting for criminal convictions and disciplinary actions.

Association of Social Work Boards (ASWB)

- The 2018 Annual Meeting of the Delegate Assembly is November 15-17, 2018 in San Antonio, Texas; the trip is paid in full by the ASWB. Ms. Huffman and Dr. Anne Adcock as the Elected Board Member Delegate are in attendance; Dr. Jay Miller will be attending to receive the Sunny Andrews Board Member Award. There are ASWB bylaw amendments to be voted on.

Financial Report – Fiscal Year 18/19

October 1-31, 2018 Revenues and Expenditures

- Sum of Revenues: \$41,591.62
- Sum of Expenditures: \$35,403.75

- Cash Balance: \$436,433.56
- Year to Date Expended Budget: 33%

Approved: A motion was made by Lisa Johnson and a second by Jene Hedden to approve board members' travel and per diem for the November 13, 2018 board meeting and the motion carried by unanimous voice.

Committees

Complaint Committee

Dr. Jay Miller, CSW; Jene Hedden, LCSW

Approved: A recommendation was made by the committee to dismiss companion cases no. **17-17** and **17-24**. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to offer an Agreed Order with the terms that the respondent complete one hour of additional training on client abandonment and termination of client relationship in addition to all other continuing education requirements for renewal of licensure for case no. **18-15**. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to deny approval of the respondent's supervision hours obtained from January 18, 2018 through July 11, 2018 for case no. **18-23** The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to offer an Agreed Order with the terms that the respondent must complete an approved LCSW Supervision Training and must cease all KBSW approved supervision as of the date that the Agreed Order is received and the certified mail return receipt is signed. The respondent must notify all of the CSW supervisees and the respondent's employer in writing that their supervision privilege has been suspended and copy the board on the notices. The respondent may resume supervision after the board has received a certificate of completion of an approved LCSW Supervision Training and the respondent has been notified by the board that the terms of the Agreed Order have been met for case no. **18-33**. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to offer an Assurance of Voluntary Compliance for case no. **18-26**. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to open an investigation for case no. **18-27**. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to open an investigation for case no. **18-28**. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to dismiss case no. **18-32**. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to deny approval of the respondent's supervision hours obtained from June 19, 2018 through September 12, 2018 for case no. **18-34**. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to offer an Agreed Order with the terms that the respondent must complete an approved LCSW Supervision Training and must cease all KBSW approved supervision as of the date that the Agreed Order is received and the certified mail return receipt is signed.

The respondent must notify all of the CSW supervisees and the respondent's employer in writing that their supervision privilege has been suspended and copy the board on the notices. The respondent may resume supervision after the board has received a certificate of completion of the approved LCSW Supervision Training and the respondent has been notified by the board that the terms of the Agreed Order have been met for case no. 18-36. The motion carried by unanimous voice.

Application Committee

James Haggie, LSW; Lisa Johnson

Approved: A recommendation was made by the committee to approve applicant M.W. to sit for the Master's exam. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to approve applicant R.L. to sit for the Bachelor's exam. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to deny the request to approve an application from B.F. based upon the Equivalency Standard because the Bachelor's degree conferred was in Anthropology with a concentration in Psychology and the coursework did not meet the requirements in 201 KAR 23:120. The motion carried by unanimous voice.

Supervision Committee

Margaret Hazlette, LCSW; Megan Hanser CSW

Approved: A recommendation was made by the committee to refer the review of supervision hours from G.M. to the complaint committee. The motion carried by unanimous voice.

Old Business

Dr. Jay Miller, CSW, Board Chairman

Contract for General Legal Services

The Request for Proposal posted to the state procurement site and responses are due by November 26, 2018.

Administrative Regulations

The new KAR for Complaint Procedure has been filed with LRC and the public hearing date has been set.

The amendments to the 201 KAR 23:015 Temporary Permit regulation are still under consideration.

New Business

Dr. Jay Miller, CSW, Board Chairman

Board Meeting Dates for 2019

The dates for the board meetings in 2019 will be determined at the next board meeting.

Expiration of Administrative Regulations by July 1, 2019

Board Intern Daniel Beasley, BSW candidate, is conducting research to determine whether 201 KAR 23 regulations should be amended or remain in effect without amendment.

Suspend Board Business from December

Approved: A motion was made by Jene Hedden and a second by Lisa Johnson to suspend board business from December 2018 to the January 2019 board meeting. The motion carried by unanimous voice.

Adjournment

Approved: A motion was made by James Haggie and a second by Megan Hanser to adjourn the meeting at 1:10 p.m. The motion carried by unanimous voice.

Respectfully submitted,

A handwritten signature in cursive script that reads "Anne Adcock" followed by the initials "MEd CSW".

Dr. Anne Adcock, Acting Chair