

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

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

Board Members Present:

Jay Miller, CSW, Ph.D. Chairman
Anne Adcock, DSW, CSW
Jene Hedden, LCSW
James Haggie, LSW
Margaret Hazlette, LCSW
Lisa Johnson, citizen-at-large
Megan Hanser, CSW 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-KY; Tori Monnett, NASW-KY social work student representative and Scott Callahan, BSW student from Morehead; and Holly Davis, CSW.

Call to order

Dr. Jay Miller, CSW, Board Chairman, called the meeting to order at 11:45 p.m. EST.

Consent Agenda (waived)

Approved: A motion was made by James Haggie and seconded by Lisa Johnson to approve the minutes of the August 14, 2018 board meeting. The motion carried by unanimous voice.

Executive Director's Report

Florence Huffman, Executive Director

Operations Report – August 1-31, 2018

- 56 New Applications (6 LSW; 29 CSW; 21 LCSW)
- 65 Applications approved (6 Bachelor's exam; 40 Master's exam; 19 Clinical exam)
- 61 Initial licenses issued (5 LSW; 37 CSW; 19 LCSW)
- 132 Online Renewals (9 LSW; 61 CSW; 56 LCSW) / 6 Paper Renewals (1 LSW; 3 CSW; 2 LCSW)
- 5 Reinstatements (0 LSW; 3 CSW; 2 LCSW)
- 3 Miscellaneous
- 16 Temporary Permits approved: 5 nonclinical and 11 clinical
- 71 Supervision Contracts approved; 39 contracts deferred

Education and Outreach / Technology

- Kentucky Interactive has started development for capability to receive electronic payments online for reinstatements.

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.

Approved: A motion was made by Margaret Hazlette and a second by Jene Hedden to approve Dr. Anne Adcock as the board delegate at the 2018 Annual Meeting of the Delegate Assembly and the motion carried by unanimous voice.

- Jene Hedden and Megan Hanser will attend the ASWB New Board Member Training in January 2019.
- The board proudly congratulated Dr. Jay Miller as the recipient of the “ASWB Sunny Andrews Award for Outstanding Commitment to Social Work Regulatory Board Service.”

Financial Report – Fiscal Year 18/19

August 1-31, 2018 Revenues and Expenditures

- Sum of Revenues: \$35,670.00
- Sum of Expenditures: \$30,848.56
- Cash Balance: \$432,427.00
- Year to Date Expended Budget: 17%

Approved: A motion was made by Jene Hedden and a second by James Haggie to approve board members’ travel and per diem for the September 11, 2018 board meeting and the motion carried by unanimous voice.

Committees

Complaint Committee

Dr. Jay Miller, CSW; Dr. Anne Adcock, CSW; Jene Hedden, LCSW

Approved: A recommendation was made by the committee to open an investigation for case no. 18-02. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to open an investigation for case no. 18-07. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to dismiss case no. 18-12. The motion carried by unanimous voice.

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

Approved: A recommendation was made by the committee to dismiss case no. 18-20. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to open an investigation for case no. 18-21. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to file an Administrative Complaint for case no. 18-23 A & B. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to offer an Assurance of Voluntary Compliance for case no. 18-24. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to dismiss case no. 18-25. The motion carried by unanimous voice.

Application Committee

James Haggie, LSW; Lisa Johnson

- No report for today's meeting

Supervision Committee

Margaret Hazlette, LCSW; Megan Hanser CSW

- No report for today's meeting

Old Business

Dr. Jay Miller, CSW, Board Chairman

The October 9, 2018 Board Meeting

The board meeting on October 9, 2018 will be held at Morehead State University in Morehead, Kentucky. Specific address and directions TBA.

Contract for General Legal Services

The Office of the Attorney General terminated their services to provide legal counsel to the board effective September 30, 2018. The board discussed other options for legal representation.

Administrative Regulations

Approved: A motion was made by Jene Hedden and seconded by James Haggie to approve the new KAR for complaint procedure and direct the Executive Director to file it with LRC. The motion carried by unanimous voice.

Approved: A motion was made by Jene Hedden and seconded by James Haggie to refer the 201 KAR 23:015 Temporary Permit regulation amendment to an ad-hoc committee to review a fee structure; Board members Jene Heden and Lisa Johnson volunteered to serve. The motion carried by unanimous voice.

New Business

Dr. Jay Miller, CSW, Board Chairman

Request by licensee to address full board

The board agreed it is not appropriate for a specific issue with an individual licensee to be addressed at a full board meeting.

Technology Standards in Social Work Practice

The board was given the new publication published by NASW, ASWB, CSWE and CSWA on *Standards for Technology* which covered topics such as: confidentiality with electronic records; provision of information to the public; ethical use of technology to deliver social work services; social media policy; access to technology and technological disruptions.

The board was also provided with *The ASWB Social Work Practice Mobility Implementation* as a resource for strategies to address mobility. In addition, the U.S. Department of Labor published a News Release announcing grants to help reform licensing requirements and increase portability.

Other publications for the board to review were an Information Sheet from the ASWB on *Professional Social Work Regulation* and the *ASWB Guidebook for Social Disciplinary Actions*.

Adjournment

Approved: A motion was made by James Haggie and a second by Jene Hedden to adjourn the meeting at 2:30 p.m. The motion carried by unanimous voice.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "J. Miller", followed by the text "Ph.D., CSW" in a smaller, less cursive font.

Dr. Jay Miller, CSW, Board Chairman