

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

**Tuesday, July 9, 2019 | 11:30 am | 125 Holmes Street, Frankfort, Kentucky 40601**

**Board Members Present:**

Jay Miller, Ph.D., CSW, Chairman  
Anne Adcock, DSW, CSW, Acting Chair  
Jene Hedden, LCSW  
James Haggie, LSW  
Margaret Hazlette, LCSW  
Megan Hanser, CSW  
Lisa Johnson, Citizen Member, was not able to attend.

**Staff Present:**

Florence Huffman, Executive Director  
Lisa Turner, Executive Coordinator  
Judy Solomon, Administrative Coordinator  
  
Nicole Bearse, Board Counsel

**Call to order**

Dr. Jay Miller Board Chair, called the meeting to order at 11:45 a.m. EST.

**Guests**

Guests in attendance were Brenda Rosen, Executive Director of NASW Kentucky, Helen Motrell, visiting social worker from Ireland, and Robert Kubash, UofL, VALLO Grant Coordinator.

**Consent Agenda (waived)**

**Approved:** A motion was made by Jene Hedden and seconded by James Haggie to approve the minutes of the May 14, 2019 board meeting. The motion carried by unanimous vote.

The June Board meeting was cancelled for lack of a quorum.

**Executive Director's Report**

Florence Huffman, Executive Director

**Operations Report – May 1-31, 2019 and June 1-30, 2019**

- May ● 124 New Applications (14 LSW; 86 CSW; 24 LCSW)
- June ● 87 New Applications (11 LSW; 46 CSW; 30 LCSW)
- May ● 108 Applications Approved (9 Bachelor's exam; 80 Master's exam; 19 Clinical exam)
- June ● 80 Applications Approved (11 Bachelor's exam; 52 Master's exam; 17 Clinical exam)
- May ● 97 Initial licenses issued (5 LSW; 62 CSW; 30 LCSW)
- June ● 97 Initial licenses issued (9 LSW; 67 CSW; 21 LCSW)
- May ● 121 Online Renewals (15 LSW; 54 CSW; 51 LCSW) / 1 Paper Renewal (LCSW)
- June ● 110 Online Renewals (11 LSW; 50 CSW; 46 LCSW) / 3 Paper Renewal (1 LSW; 2 LCSW)
- May ● 7 Reinstatements (2 LSW; 2 CSW; 3 LCSW)
- June ● 9 Reinstatements (1 LSW; 4 CSW; 4 LCSW)
- May ● 11 Miscellaneous
- June ● 12 Miscellaneous
- May ● 12 Temporary permits: 3 nonclinical and 9 clinical
- June ● 9 Temporary permits: 1 nonclinical and 8 clinical
- May ● 43 Supervision Contracts approved; 8 contracts deferred
- June ● 42 Supervision Contracts approved; 14 contracts deferred

**Financial Report – Fiscal Year 18/19**

**May 2019 Revenues and Expenditures**

- Sum of Revenues: \$45,855.00

- Sum of Expenditures: \$33,667.25
- Cash Balance: \$433,391.86

#### **June 2019 Revenues and Expenditures**

- Sum of Revenues: \$42,040.00
- Sum of Expenditures: \$21,726.61
- Cash Balance: \$453,705.25

**Approved:** A motion was made by James Haggie and a second by Anne Adcock to approve board members' travel and per diem for the May 14, 2019 board meeting and June 11, 2019 board committee meetings. 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 dismiss case no. 17-03. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to offer an Agreed Order with the terms of a five year suspension starting from the date of termination of employment where the violation occurred for case no. 17-37. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to file an Administrative Notice of Hearing for case no. 18-02. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to dismiss case no. 18-22. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to offer an Assurance of Voluntary Compliance for case nos. 18-43 and 18-44. Anne Adcock RECUSED. The motion carried by majority vote.

**Approved:** A recommendation was made by the committee to dismiss case no. 19-07. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to dismiss case no. 19-21. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to open an investigation for case no. 19-22. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to dismiss case no. 19-23. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to offer an Agreed Order with the terms that the 82 hours of supervision obtained between the date the respondent's Certified Social Worker license was issued and the date the supervision contract was approved shall not count toward their total required supervision hours under 201 KAR 23:070 Section 8. for case no. 19-24. 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 must cease the provision of clinical social work supervision on the date that the Agreed

Order is entered and must complete an approved LCSW Supervision Training Course and provide the board with a copy of the course completion certificate; the respondent must notify all of the CSW supervisees and the respondent's employer in writing that their supervision privilege has been suspended. 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. 19-25. 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 cease the practice of clinical social work until they have an approved supervision contract and pay an administrative fine of \$500 for each month of unauthorized practice for a total of \$4,000, which may be paid in monthly installments for case no. 19-29. The motion carried by unanimous voice.

#### **Application Committee**

James Haggie, LSW

**Approved:** A recommendation was made by the committee and a second by Jene Hedden to approve applicant H.L. to sit for the Master's exam. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee and a second by Jene Hedden to approve applicant A.E. to sit for the Master's exam. Anne Adcock ABSTAINED. The motion carried by majority vote.

**Approved:** A recommendation was made by the committee and a second by Megan Hanser to approve applicant A.F. to sit for the Master's exam. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee and a second by Jene Hedden to approve applicant M.M. to sit for the Master's exam. Margaret Hazlette ABSTAINED. The motion carried by majority vote.

An application from C.K. for a determination of equivalency of their Master's degree in psychology to a bachelor's degree in social work from a CSWE accredited school under KRS 335.090 (1)(c)2. and 201 KAR 23:230 was tabled to the next board meeting.

#### **Supervision Committee**

Margaret Hazlette, LCSW and Megan Hanser CSW

**Approved:** A recommendation was made by the committee to approve 98 hours of clinical supervision accrued in the state of Washington from August 2015 through June 2017 for applicant J.S. The motion carried by unanimous voice.

#### **Old Business**

Dr. Jay Miller, CSW, Board Chair

#### **Administrative Regulations**

**Approved:** A motion was made by Jene Hedden and a second by James Haggie to withdraw the previous version of the Complaint Procedure regulation that has been filed with LRC and refile the new version of the Complaint Procedure regulation. The motion carried by unanimous voice.

**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,

Anne Adcock (CSW) DSW - Acting Chair

Dr. Anne Adcock, DSW, CSW, Acting Board Chair

The next board meeting will be held on August 13, 2019 at the Board office beginning at 11:30 a.m. EST.