

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

**Tuesday, April 13, 2021 | 11:30 a.m. ET**

The April meeting was recorded and the recording was posted to the KBSW website along with the meeting minutes.

**Board Members Present:**

Jay Miller, Ph.D., CSW, Chairperson  
Anne Adcock, DSW, CSW, Vice Chairperson  
Jene Hedden, LCSW  
James Haggie, LSW  
Megan Hanser, CSW  
Whitney Cassity-Caywood, Ph.D., LCSW  
Lisa Johnson, Citizen Member, did not attend.

**Staff Present:**

Margaret Hazlette, Interim Executive Director  
Lisa Turner, Executive Coordinator  
Nicole Bearse, Board Attorney

**Call to order**

Jay Miller, board chairperson, called the meeting to order at 11:41 a.m. ET.

**Operations Report**

The summary of the March Operations report was delivered by Margaret Hazlette.

**Financial Report**

Jene Hedden and Whitney Cassity-Caywood

March FY9, Jene Hedden reported that revenue was good and there were some variances in expenses due to COT charges.

He also reported that the 21-22 Budget Bill only approved \$362,700, from the budget request amount of \$437,900, and which is \$8,000 less than the amount approved for FY 20-21.

**Regular Business**

**Board Minutes:** A motion was made by Jene Hedden, seconded by Whitney Cassity-Caywood to approve the minutes of the March 9, 2021 board meeting. The motion carried by unanimous voice.

**Per Diem Compensation:** A motion was made by Anne Adcock, seconded by Megan Hanser, to approve payment of today's per diem compensation. The motion carried by unanimous voice. A motion was made by James Haggie, seconded by Anne Adcock to approve payment of the finance committee's meeting per diem for April 9, 2021. The motion carried by unanimous voice

**Committees**

**Complaint Committee**

Jay Miller, CSW, Board Chairperson, Anne Adcock, CSW and Jene Hedden, LCSW

**Approved:** A recommendation was made by the committee to adopt the Hearing Officer's Findings of Facts; Conclusions of Law and Recommended Order of Revocation in Administrative Action No. 20-KBSW-0106 for Agency case no. 19-31. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to offer an Assurance of Voluntary Compliance in case no. 19-41. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to dismiss case no. 20-16. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to offer an Agreed Order that the supervision hours received from September 2019 through February 2021 shall not be approved and cannot count as hours earned in case no. 20-25. The motion carried by unanimous voice.

**Approved:** A recommendation was made for 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 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. 20-26. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to dismiss case no. 21-02. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to offer an Agreed Order to surrender their license as if revoked for case no. 21-03. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to dismiss case no. 21-04. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to dismiss case no. 21-08. The motion carried by unanimous voice.

**Approved:** A recommendation was made for 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 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. 21-09. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to offer an Agreed Order requiring the licensee to remain compliant with supervision until they receive their LCSW license in case no. 21-12. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to issue a Letter of Admonishment in case no. 21-17. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to request a letter of acknowledgment from the respondent stating they will not practice again in Kentucky in case no. 21-18. The motion carried by unanimous voice.

**Application Committee**

No report.

James Haggie, LSW, and Megan Hanser, CSW

**Application Committee**

No report.

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**Old Business**

Jay Miller, CSW, Board Chairperson

The Supervision regulation amendment 201 KAR 23:070 has a tentative effective date of July 6, 2021.

The Complaint Procedure regulation amendment 201 KAR 23:150 has a tentative effective date of August 3, 2021.

**New Business**

Jay Miller, CSW, Chairperson

**Executive Session:** A motion was made by Megan Hanser and seconded by Anne Adcock to go into Executive Session under KRS 61.810 (f). The motion carried by unanimous voice.

**Executive Session:** A motion was made by James Haggie and seconded by Jene Hedden to come out of Executive Session under KRS 61.180 (f). The motion carried by unanimous voice.

No action was taken.

Margaret Hazlette summarized the ASWB Exam Report and the Change Date of ASWB Exam levels.

Also addressed was the ASWB's proposal for processing KBSW's license applications.

**Adjournment**

**Approved:** A motion was made by James Haggie, and seconded by Jene Hedden to adjourn the meeting at 1:04 p.m. The motion carried by unanimous voice, with no opposed and no noted abstentions.

Respectfully submitted,

/s/ Jay Miller, CSW, Board Chairperson