

Kentucky Board of Social Work

Monthly Board Meeting

August 14, 2023

Board Members Present:

Hank Cecil, LCSW

Santosh Adhikary, LCSW

Whitney Cassity-Caywood, Ph.D., LCSW

Lori Vogel, LCSW

Laura Guffey, LSW

Staff Present:

Marc Kelly, Executive Director

Vanessa Jones, Executive Assistant

Mark Brengelman, Board Attorney

Call to Order

Whitney Cassity-Caywood called the meeting to order at 11:30 a.m. ET.

Operations Report:

Marc Kelly, Executive Director reported the following for the operations report:

Applications-89

LSW licenses 7

CSW Licenses-54

LCSW Licenses-23

Renewals-116

Temp permits 7

Supervision Contracts- 63 approved; 0 deferred

CEUs- 5 providers; 2 sponsors

Hank Cecil made a motion to accept the Operations report. Santosh Adhikary seconded. Motion carried by unanimous voice vote.

Financial Report

Whitney Cassity-Caywood reported that this is the beginning of July is first month of a new fiscal year and there is nothing unusual to report. July income as \$48,157.09; expenses of \$35,282.73 and fund balance is \$614,853.75. An additional allocation of \$9,000 was issued to cover the increase in health insurance that will take place this fiscal year.

Board Members Travel and Per Diem:

Board members per diem and travel for today's (8/14/23) meeting – Hank Cecil made a motion to approve the Board's per diem and travel for today. Lori Vogel seconded. Motion carried by unanimous voice vote.

Board Minutes:

July 10, 2023, board meeting minutes – a motion was made by Santosh Adhikary and seconded by Hank Cecil to approve the minutes from the July 10th meeting amended to include the 2023 Pioneer Award from NASW awarded to Hank Cecil; the awards event will be held in Washington, DC in October. Motion carried by unanimous voice vote.

Committees

Application Committee

Laura Guffey, LSW & Lori Vogel, LCSW

Applicant 1 –The Committee recommends this applicant's application be approved to take the Master exam and is approved for the temporary permit. Motion carried by unanimous voice vote.

Applicant 2 –The Committee recommends this applicant's application be approved to take the Master exam. Motion carried by unanimous voice vote.

Complaint Committee

Santosh Adhikary, LCSW

A recommendation and motion were made by the committee to dismiss **Complaint No. 23-04** as there is insufficient evidence to support the initiating complaint. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee due to client abandonment. In KBSW Complaint No. 23-09, the Complaint Committee moves to file a Notice of Administrative Hearing and Order. Settlement authority is given to Board Counsel based on the Complaints Committee's stipulations. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to dismiss **Complaint No. 23-23** as there is insufficient evidence to support the initiating complaint. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to dismiss **Complaint No. 23-26** as there is insufficient evidence to support the initiating complaint. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to enter an administrative hearing in **Complaint No. 23-33** due to non-compliance with prior Agreed Order. Settlement authority is given to Board Counsel based on the Complaints Committee's stipulations. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to refer **Complaint No. 23-37** to the Board investigator. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to refer **Complaint No. 23-40** to the Board investigator. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to dismiss **Complaint No. 23-41** as there is insufficient evidence to support the initiating complaint. Motion carried by unanimous voice vote.

Operations Manual - Hank Cecil provided an update on the operations manual. Articles VI and VII were shared outlining KBSW office procedures. He will meet with office staff to help ensure this section is completed. The manual will be a knowledge base for any new staff or board members and a reference for existing staff and board members. Whitney Cassity-Caywood thanked him for all his work on this project.

Election of Board Officers- Whitney Cassity-Cawood reminded the board that she had to leave the meeting and turn over the chairing of the meeting Hank Cecil, Vice-chair. Before she left the meeting she asked that the election of officers for new business be taken out of order. With no objections Whitney Cassity-Caywood reported that August is the agreed time to elect annual Board officers. Whitney Cassity-Caywood presented a slate of officers – Hank Cecil as Chair; Whitney Cassity-Cawood as Vice-chair, and Laua Guffey as Secretary. Whitney Cassity-Caywood asked if there were other nominations and hearing none asked for a motion to approve the slate as presented. Santosh Adhikary made the motion; Lori Vogel seconded. Motion carried by unanimous voice vote.

Old Business

ASWB updates- Whitney Cassity-Caywood reported attending ASWB leadership meeting where they reviewed 17 proposals. Research awards have not been made public as yet. She shared that Laura Guffey and Santosh Adhikary will attend the new board members training in October. Changes to the ASSWB exams were discussed including multiple choice questions being limited to three choices versus the traditional four choices already in process and other possible changes, such as, testing only on the parts of the test that was not passed rather than having to take the full test again. Whitney Cassity-Caywood shared that the ASWB Delegate Assembly will be in November in Memphis, TN. Whitney Cassity-Caywood, Hank Cecil, and Marc Kelly will attend the assembly and other board members are encouraged to attend in order to voice the concerns of KBSW.

Compact Licensing updates- Missouri has become the first state to pass the Social Work Compact. Wisconsin has filed a bill along Georgia, North Carolina, South Carolina. Ohio and New Jersey may pass the compact by the end of the year. Illinois has passed the LPC compact, but they have not acted on the social work compact. Hank Cecil reported shared that the Social Work Compact has two sponsors in KY and will be filed for the January 2024 General Assembly with a possible legislative committee hearing in November. The Council on State Governments has the information on all states, and anyone can check their website.

IT updates – Hank Cecil provided an update office IT. Marc Kelly confirmed that the problem with renewals, etc., via the KBSW website is functioning well now. A meeting was held las Thursday with the IT provider to move the resolution forward. The long-term goal is to have all the KBSW forms accessible and filled via the website which will necessitate a re-design. Microsoft 365 has been installed at the office replacing Office 2003. Hank Cecil discussed the purchase of a 360 camera with microphones for and a large screen TV and accessories for the large conference room where board meetings are held. He stated the cost is approximately \$5,000. The equipment will facilitate hybrid meetings, in person and videoconferencing. Other boards that use the shared conference room will be contacted to determine if

they want to share the cost and use. Lori Vogel made a motion to approve the purchases. Santosh Adhikary seconded. Motion carried by unanimous voice vote.

Regulations update – Code of Conduct: Revisions of 201 KAR23:080 were discussed including the role of the social worker in the court system and whether or not they can make recommendations. Hank Cecil suggested doing a survey of social workers and shared some questions. Codes from other states and ASWB resources will be consulted. Board members were encouraged to think about what they would like to include within this regulation and further discussion will be at the September meeting.

SB 150- Lori Vogel shared a draft resolution for the board members to review. She reported that many school social workers are unsure about the new law and how it impacts their practice. She shared that she and Marc Kelly have been receiving calls with questions, so they thought developing a resolution would help. Hank Cecil shared that social workers respect the rights of others and that the board cannot give legal advice but may be able to provide some guidance. Santosh Adhikary requested to review this document further before commenting. Mark Brengelman advised the board to use caution and suggested a disclaimer could be added and offered to develop it. Board members agreed and Mark Brengelman will draft a disclaimer and will bring it to the meeting in September. Mark Brengelman suggested that the social work professional associations should develop their own statements.

1-hour free training on “the importance of licensure” No report at this time.

Student Intern Q&A listening session – Invitations for the videoconference on September 15th have been sent out to student; advisors; and clinical supervisors. It has been added to the Board’s website and Facebook page. The meeting is due to questions about student interns especially those who are practicing clinical social work without a license, a contract, or a clinical supervisor. The board has to follow the social work law in its current form. Final logistics will be discussed at the September meeting. All board members are encouraged to attend the session at 11:30 am CT and 12:30 pm ET for one hour.

New Business

Staff and Contractor Job Descriptions- Draft job descriptions for the Executive Director and Executive Assistant were presented and discussion ensued. A few changes were made. A motion was made by Santosh Adhikary and seconded by Laura Guffey to approve the job description for the ED. Motion carried by unanimous voice vote. A motion was made by Santosh Adhikary and seconded by Lori Vogel to approve the job description for the Executive Assistant. Motion carried by unanimous voice vote.

Annual Evaluations and the process– Draft forms of the employee and contractor evaluations were presented, and no changes were made. Laura Guffey made a motion to accept the draft evaluation forms. Lori Vogel seconded. Motion carried by unanimous voice vote. Hank Cecil discussed the evaluation process. He stated Marc Kelly will conduct Vanessa Jones’ evaluation and the Board officers will conduct Marc Kelly’s evaluation. Both evaluations will be presented to the board. Whether or not the board needs an executive session was discussed and Mark Brengelman will advise the board accordingly at the September meeting. Hank Cecil asked for a motion that evaluations take place annually for the September meeting. Santosh Adhikary made a motion to accept the evaluation process. Lori Vogel seconded. All approved by unanimous voice vote.

Announcements – Hank Cecil shared that there are two vacant board positions that need to be filled; a CSW and a citizen at large. He stated the Boards and Commissions have received three applications, but no decision has been made yet. He stated if anyone is interested, they can contact Boards and Commissions or the Board office staff for an application.

Brenda Rosen shared that if the LCSW fails the exam then they must take more hours, but they are not sure who would continue the supervision. She also shared that they are providing training for educators to help others with lawsuits.

Adjournment - A motion was made by Lori Vogel to adjourn the meeting at 1:14 pm. Seconded by Laura Guffey. Motion carried by unanimous voice vote. Meeting adjourned.

Next meeting: MONDAY, September 11th, 2023, at 11:30 am at the Board of Social Work Office, 125 Holmes Street, 3rd Floor, Suite 310, Frankfort and via Zoom. (Note: The meeting link can be requested by email to Marc.Kelly@ky.gov on the Friday before the meeting or Monday morning.)

Laura Guffey, Secretary