

Kentucky Board of Social Work

Monthly Board Meeting

January 10, 2023

Board Members Present:

Hank Cecil, LCSW

Santosh Adhikary, LCSW

Whitney Cassity-Caywood, Ph.D., LCSW

Lori Vogel, LCSW

James Haggie, CSW

Laura Guffey, LSW

Laura Farris, Citizen At Large

Call to Order

Whitney Cassity-Caywood called the meeting to order at 11:32 a.m. ET.

Whitney Cassity-Caywood welcomed our newest member Laura Guffey and introduced her. Nicole Bearse swore Laura Guffey in and did the oath.

Operations Report:

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

Applications-65

LSW licenses-5

CSW Licenses-28

LCSW Licenses-26

Reinstatements-6

Renewals-85

Temp permits-7

Supervision Contracts -36 approved; 2 deferred, but now approved. He noted the main reason for the deferments this was due to page 3 section D not being completed correctly. He wants to remind all to pay attention to this section.

CEUs-6 new sponsors

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

Financial Report

James Haggie reported revenues are smaller due to fewer applications and renewals but stay strong and we can access them if and when needed. He stated we will try for more appropriations from the state in the future. We will discuss this further at the February Board meeting. Expenditures to notice are the temporary manpower; building rent; and security guard. Each of these will come out January so we project an operational short fall of one month’s expenses. He stated the finance committee will meet to discuss operational parameters and ask for additional monies for the remainder of this year and in our future budget.

Board Members Travel and Per Diem:

James Haggie made a motion to approve per diem and travel for today’s (1/10/23) board meeting. Laura Farris seconded the motion. Motion carried by unanimous voice vote.

Board Minutes: - A motion was made by Hank Cecil and seconded by Lori Vogel to approve the December 13, 2022, minutes. Motion approved by a unanimous voice vote.

Committees

Application Committee

James Haggie, CSW

Applicant 1 – James Haggie reported that the applicant is seeking license here and approval to take the ASWB exam. The committee is recommending approval for applicant 1 to take the ASWB exam. Motion carried by unanimous voice vote.

Complaint Committee

Hank Cecil, LCSW

A recommendation and motion were made by the committee to file an action to enforce the subpoena due to the employer not complying even after legal explanation on **Complaint No. 22-33**. Motion carried by unanimous vote.

A recommendation and motion were made by the committee to dismiss **Complaint No. 22-70** as there are no violations of laws, rules, or administrative regulations governing the practice of social work. Motion carried with 5 votes of approval and 1 opposed.

A recommendation and motion were made by the committee to dismiss **Complaint No. 22-72** as there are no violations of laws, rules, or administrative regulations governing the practice of social work. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to approve filing an administrative complaint for violations of the prior Agreed Order and failure to enroll in KYPRN on **Complaint No. 22-11**. Motion carried by unanimous voice vote.

A recommendation and motion was made by the committee to approve filing an administrative complaint for violations of prior Agreed Order and Assurance of Voluntary Compliance and receiving two new actions on **Complaint No. 22-55**. Motion carried by unanimous voice vote.

Operations Committee

Hank Cecil, LCSW

Operations Manual - Hank Cecil reported there is nothing new to report, but he does now have a better understanding of the personal service contract process. He stated that we will work on this at the Board retreat in March.

James Haggie let us know he will be resigning from the Board in June 2023 due to moving out of state. He stated he will hand this project over prior to June.

Old Business

ASWB delegate meetings and trainings- Whitney Cassity-Caywood reported that ASWB has some upcoming trainings scheduled that she wanted to share with all. The trainings include: an online meeting on 2/16/23 from 2-3:30; new board member training March 23-25; and the 2023 education meeting April 21-22 in New Orleans with the topic being “the art and science of data”. Whitney Cassity-Caywood encouraged all that can to register for any of the trainings. She feels we need to have more engagement with ASWB. Laura Guffey stated she may be able to attend the new board training if she can. Whitney Cassity-Caywood then stated that the education meeting in April is a good place to network and engage with members and ASWB. She encouraged anyone that would like to attend to do so. She requested the finance committee to see if we can pay for any board members to go. James Haggie stated they will look into that, and he said he would like to add a line item in the budget for travel for board members during the next budget year.

Compact Licensing updates- Whitney Cassity-Caywood reported that there was not much discussed at the assembly meeting but they do plan to issue a statement in early 2023. Hank Cecil reported that they will meet on 2/7/23 and will be working on a draft. He stated that if it comes out, Kentucky and surrounding states would join it, and we would have a representative for our compact and have a seat at the table.

Code of Conduct – Hank Cecil stated there are no updates at this time. We will work on it at the retreat.

New counsel contract update- Whitney Cassity-Caywood announced that we have a new board attorney that will be starting with us tomorrow. His name is Mark Brengelman. She stated that after receiving applications, the committee tasked with reviewing those followed the protocol set by the state to select an applicant and request that the state award the contract to Mr. Brengelman. Hank Cecil made a motion to accept the contract awarded to Mr. Brengelman and his hiring. Santosh Adhikary seconded. Motion carried by unanimous voice vote.

Nicole Bearse shared that she knows Mr. Brengelman and feels he will be good for the Board. Whitney Cassity-Caywood thanked her for her service and all she has done for the Board over the years. She then let us know that Nicole Bearse will stay on board, for now, to help with the transition of all legal matters to him by January 31, 2023.

2023 Board Meeting Retreat - Whitney Cassity-Caywood reported that we did research and there are examples of various scenarios in your packet. She stated we approved the dates in December; they will be March 13-14. She stated that we have not settled on a location but are looking at General Butler State Park. She stated we could use the 13th as a travel day and then start at 1:00 pm and then wrap up and leave on the 2nd day or we could maybe have it on Sunday/Monday. The discussion was held on days, times, and locations. It was suggested that we could arrive on Saturday night, then have a full-day retreat on Sunday and the committee and Board meetings on Monday. Whitney Cassity-Caywood stated she feels we will need at least one full day since we have a lot to cover. She suggested coming in on Saturday night, all day meeting on Sunday, then the board meeting on Monday. She asked Vanessa

Jones to do more research on hotels and travel areas for March 11-13. Lori Vogel made a motion to move the retreat dates. Hank Cecil seconded. Motion carried by unanimous voice vote. Whitney Cassity-Caywood then asked for planners for this retreat. Hank Cecil and Lori Vogel will be planners, along with Whitney Cassity-Caywood and Vanessa Jones.

Regulations update/process – Whitney Cassity-Caywood and Hank Cecil reported on the following regulations:

201 KAR 23:016 ordinary temporary permit – They reported that the emergency temporary regulation is fine and in place, and no changes will be made to it since the ordinary will replace it once it is finalized. They then reported that the committee meeting is being held today at 1:00 pm, and Marc Kelly will attend and defer the ordinary temporary permit regulation in order for the Board to make some proposed changes/additions to it. Hank Cecil shared the draft proposed changes to the regulation and reported the changes. He stated that right now, temporary permits are issued for 240 days with no renewals. It is proposed that we change it and make it for 6 months and then have one renewal for another 6 months. This will give them one year to pass the exam. He stated that we will charge a \$25 administrative fee. Then Hank Cecil went over each section of the regulation. He stated that section 1 will be LSW; section 2 will be clinical items; sections 3 and 4 will be for out-of-state so we can give a temporary permit for someone in another state that may need to only practice temporarily in Kentucky. He stated that Marc Kelly is attending the meeting and will request it to be deferred so we can get these changes added. A discussion was held. Santosh Adhikary and James Haggie agreed with the extra time and getting it renewed at least one time since that would give them ample time to take the exam. Marc Kelly will present this to the committee and see what they say. Then the Board will review and vote on it at a later date. Hank Cecil asked if anyone has any comments to get them sent in.

201 KAR 23:051E Renewal, termination, and reinstatement – Hank Cecil reported this regulation received comments from the public so it was removed from the meeting. Due to it being an emergency regulation that will be replaced by the ordinary regulation, the Board will amend without comments included and submit the statement of consideration by January 13, 2023. Then once that is received, a new review date will be set. Whitney Cassity-Caywood went over the comments received. A discussion was held. She then reported that due to this being an emergency, we will not make any changes but will amend the ordinary regulation using the comments received.

201 KAR 23:051 ordinary renewal, termination, and reinstatement – They reported that the comments received on the emergency regulation are the same for the ordinary. However, we may receive additional comments since they are not due until January 31, 2023. First, we will have the public comment meeting on January 23, 2023, at 10:00; then, the public has until the 31st to send any more comments. Then once we have received all comments and the public comment period ends, we will be amending this regulation and will submit a statement of consideration.

New Business

2023 Board Retreat topics- Whitney Cassity-Caywood stated we have some topics for the retreat, but wanted to ask if anyone else has anything they would like to add so we can keep a running list. So far we have the following: operations manual; code of conduct; update complaint committee; onboarding process; financial resources; telehealth; annual report; open records; review Robert's Rules; and future planning.

Announcements – no announcements at this time.

Brenda Rosen shared that Lobby day at the Rotunda will be on February 22 from 1-2 pm. She stated NASW will be sending out lots of information and they will have a virtual component. They will send out tool kits to schools with a list of bills and priorities. She stated they would like to have 365/24 advocacy rather than just one lobby day.

Adjournment - A motion was made by Hank Cecil to adjourn the meeting at 1:00 pm. Seconded by James Haggie. Motion carried by unanimous voice vote. Meeting adjourned.

Next meeting: Tuesday, February 14, 2023, at 11:30 am at the Board of Social Work Office, 125 Holmes Street, 3rd Floor, Suite 310, Frankfort.