

Kentucky Board of Social Work  
Monthly Board Meeting  
December 9, 2024

**Board Members Present:**

Hank Cecil, LCSW  
Whitney Cassity-Caywood, LCSW  
Genesis Kilgore-Bowling, LCSW  
Laura Guffey, LSW  
Lori Vogel, LCSW

**Staff Present:**

Marc Kelly, Executive Director  
Vanessa Jones, Executive Assistant  
Mike Nickles, Board Attorney office  
Mark Brengleman, Board Attorney

**Call to Order**

Hank Cecil called the meeting to order at 11:30 a.m. ET.

**Board Minutes:**

November 18, 2024, minutes – a motion was made by Laura Guffey and seconded by Whitney Cassity-Caywood to approve the November minutes for the November 18<sup>th</sup> meeting. Motion carried by unanimous voice vote.

**Operations Report:**

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

Applications-76  
LSW licenses-1  
CSW Licenses-27  
LCSW Licenses-37  
Renewals-148  
Temp permits-10 with 3 being clinical; 4 being renewals and 3 non-clinical  
Supervision contracts- 72 approved 0 deferred  
CEU providers-2 approved  
Total number of licensees-7,864

Staff is a job description for the new position and a draft annual report.

Lori Vogel made a motion to accept the Operations report. Genesis Kilgore-Bowling seconded. Motion carried by unanimous voice vote.

**Financial Report**

Whitney Cassity-Caywood reported board expenditures and revenues for November income: \$50,635.00; November expenses: \$30,436.63; Fund balance: \$690,817.24. Spending on track at 29% of budget.

**Board Members Travel and Per Diem:**

Whitney Cassity-Caywood made a motion to approve the Board's per diem and travel for the December 9<sup>th</sup> meeting. Laura Guffey seconded. Motion carried by unanimous voice vote.

**Committees**

**Application Committee**

Laura Guffey, LSW

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Applicant 1 – The Committee recommends this applicant’s application be deferred until the January meeting. They need some additional documents and asked Vanessa Jones to request the documents from the applicant. Motion to defer carried by unanimous voice vote.

Applicant 2 – The Committee recommends this applicant’s reinstatement application be deferred until the applicant has completed their probation in August of 2025. Once they complete the probation and send in the completion documents to the Board; they will review all again potentially at the September 2025 meeting. Motion to deny and defer this applicant’s reinstatement application carried by unanimous voice vote.

**Complaint Committee**

**Whitney Cassity-Caywood, LCSW**

A recommendation and motion were made by the committee to dismiss **Complaint No. 24-45** due to insufficient evidence. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to dismiss **Complaint No. 24-71** due to insufficient evidence. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to enter an Assurance of Voluntary Compliance on **Complaint No. 24-73**. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to initiate a board complaint which will be **Complaint No. 24-79**. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to initiate a board complaint which will be **Complaint No. 24-80**. Motion carried by unanimous voice vote.

**Old Business**

**ASWB updates-** Hank Cecil reported

Hank shared that ASWB contributions to several organizations for their support of the workforce census.

**Compact Licensing updates-** Hank Cecil reported

Hank Cecil shared the next meeting is scheduled for February 4<sup>th</sup> and 5<sup>th</sup> in Lexington. Agenda items include election of executive committee members; bylaws; national test; and the ex officio members of the committee.

He stated Nevada and Pennsylvania have pending legislation but may not have the law enacted by the February meeting. There are currently 22 states in the compact.

**IT Updates** - Hank Cecil reported

Hank shared that the follow up meeting with the IT staff went well. He stated the anticipated roll out of the new system is February 2025 but for new applications only. He advised all licensees to update their information, such as address, in the self-service portal before migration of current licensees. Licensees cannot use their email as the user ID in the new system.

**Regulations update** – Hank Cecil reported

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201 KAR 23:070 Supervision – Hank Cecil shared stated the draft is being formatted for submission to LRC but wanted to see if a survey of current approved supervisors was be a good next step. Whitney Cassity-Caywood and others offered support for the survey. Hank stated he will send the survey in January and provide a report at the February meeting.

201 KAR 23:075 Continuing education and 201 KAR 23:020 Fees – Hank provided the draft of the regulation previously reviewed by the board. No changes were suggested. The continuing education has to be field before October 2025

201 KAR 23:020 Marc Kelly is recommending an increase in the fee for temporary licenses form out-of-state social workers to be \$75 up from \$25 due to the increasing number of requests. The regulation will be formatted for submission and reviewed again for changes.

201 KAR 23:080 Code of Conduct – Hank stated this will be an involved process and due in 2026. The board will begin reviewing at the next meeting and at the retreat in March.

Test Regulation – Hank shared this will be a new regulation so there be a new regulation number. The draft will be ready to review at the retreat in March.

**Student Intern Committee-** Hank Cecil reported

Hank shared that the next meeting will be in January. The committee is working on the provisional student license regulation in anticipation of the change in the social work law to allow it.

**2025 Social Work Bill-** Hank Cecil reported

The emergency license suspension has been revised for discussion. The draft includes a reimbursement if the board did not prevail in a court hearing but with a maximum amount, such as \$2,000. Discussion was held related to the reimbursement and adopted the added measure. A motion was made by Genesis Kilgore-Bowling to change the amount for reimbursement to \$5,000. Whitney Cassity-Caywood seconded. Motion carried by unanimous voice vote.

**Hosting Exam Prep Workshop-** Hank Cecil reported

Hank reported that Vanessa Jones had discovered that a RFP for this workshop is not necessary. Discussion held on the dates. It was decided to be held in June 2025. Lori Vogel made a motion to accept June 5 and 6 as the dates to hold the workshop. Hank stated the first day will be for all three licensees' exams and the second day will be for master and clinical exams only. He stated the board must have at least 35 participants and discuss the process for the students; as well as how much can be spent. The board will need to decide on any restrictions for registrations, for example, the registrant must have applied for a Kentucky license or have taken the exam once but did not pass. Whitney Cassity-Caywood seconded. Motion carried by unanimous voice vote.

**2025 Meeting Dates and 2025 Board Retreat-** Hank reported

Hank shared the 2025 calendar for next years meeting dates. Genesis Kilgore-Bowling made a motion to adopt the 2025 meeting dates. Whitney Cassity-Caywood seconded. Motion carried by unanimous voice vote.

Hank asked for suggestions for the retreat location. Whitney Cassity-Caywood suggested having it in a central location. Hank stated the board has traditionally wanted to meet near one of state's social work programs and Bowling Green was suggested which is the location of Western KY University. All agreed. Lori Vogel made a motion to adopt the retreat location to be in Bowling Green on March 30 and 31. Laura Guffey seconded. Motion carried by unanimous voice vote.

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Vanessa Jones and Whitney Cassity-Caywood will work together for arrangements and will check with WKU to see if there is a room on campus for the Board meeting on March 31.

**New Business**

**2025 Listening Session Dates and Topics:** Hank reported

Hank stated there have been normally 20-50 attendees and wanted to see if the board still wanted to have these quarterly. Discussion was held on dates and topics. Some topics suggested are provisional license; common complaint issues; student experiences; and the supervision regulation. Hank stated topics can be decided closer to the time of the sessions. Discussion on dates was held. Potential dates decided on are February 7<sup>th</sup>; April 11<sup>th</sup>; maybe August; and October 24<sup>th</sup>.

**Contractor Evaluations:** Hank reported

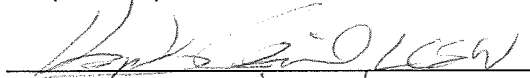
Hank shared the draft of two contractor evaluations for all to review and be ready to approve January meeting. Legal counsel and the board investigator are the two contracts to be evaluated in July of 2025.

**Announcements** – Brenda Rosen shared that the mental health task force will have their meeting this week. She and her staff are continuing to work on lobby day that is planned for 2/25/25. She stated they can assist with the exam workshops if needed and suggested the board offer CEU to attend.

**Adjournment** - Lori Vogel made a motion to adjourn the meeting at 12:42 pm. Seconded by Laura Guffey. Motion carried by unanimous voice vote. Meeting adjourned.

**Next meeting:** **MONDAY, JANUARY 13<sup>th</sup>**, 2025, at 11:30 am ET at the Board Office, 125 Holmes Street, Suite 310, Frankfort, KY 40601 or via the YouTube Channel.

Respectfully submitted,



Board Secretary

Board Approved:

1-13-2024

Date