

Kentucky Board of Social Work  
Monthly Board Meeting  
November 18, 2024

**Board Members Present:**

Hank Cecil, LCSW  
Whitney Cassity-Caywood, LCSW  
Genesis Kilgore-Bowling, LCSW  
Laura Guffey, LSW  
Lori Vogel, LCSW  
Tiffany Payton, Citizen At Large

**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 11:31 a.m. ET.

**Board Minutes:**

October 14, 2024, minutes – a motion was made by Laura Guffey and seconded by Genesis Kilgore-Bowling to approve the October minutes for the October 14<sup>th</sup> meeting. Motion carried by unanimous voice vote.

**Operations Report:**

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

Applications-125  
LSW licenses-4  
CSW Licenses-40  
LCSW Licenses-58  
Renewals-171  
Temp permits-13 clinical with 3 being renewals and 1 non-clinical  
Supervision contracts- 71 approved 0 deferred  
CEU providers-6 approved  
Total number of licensees-7,854

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

**Financial Report**

Whitney Cassity-Caywood reported board expenditures and revenues for the month – October income: \$59,299.12; October expenses: \$117,344.81; Fund balance: \$670,618.87. Whitney shared that the expenditures were higher this month due to two payments to Tyler Technologies for the new application system. She stated that the board has spent 25% of its budget.

Whitney Cassity-Caywood stated that the Governor approves the cost of living raises for employees, but at times, it is taken up by insurance costs. She stated that the committee is recommending a 3% raise for Marc Kelly and Vanessa Jones. Staff job evaluations were done last month at the board meeting and both received great evaluations. Whitney Cassity-Caywood made a motion to accept the 3% raise for

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Vanessa Jones and Marc Kelly and to have it effective as soon as they can get the information to the personnel department. Genesis Kilgore-Bowling seconded. Motion carried by unanimous voice vote.

**Board Members Travel and Per Diem:**

Board members per diem and travel for the today's (11/18/24) meeting – Whitney Cassity-Caywood made a motion to approve the Board's per diem and travel for the October 14<sup>th</sup> meeting. Genesis Kilgore-Bowling seconded. Motion carried by unanimous voice vote.

**Committees**

**Complaint Committee**

**Whitney Cassity-Caywood, LCSW**

A recommendation and motion were made by the committee to dismiss **Complaint No. 23-14** due to insufficient evidence. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to enter an Agreed Order on **Complaint No. 23-30**. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to dismiss **Complaint No. 24-61** due to insufficient evidence. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to have the attorney issue a letter of admonishment on Complaint No. 24-64 Motion was carried by unanimous voice vote.

A recommendation and motion were made by the committee to dismiss **Complaint No. 24-65** as there is insufficient evidence. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to dismiss **Complaint No. 24-67** due to insufficient evidence. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to dismiss **Complaint No. 24-70** due to insufficient evidence. Motion carried by unanimous voice vote.

A recommendation and motion were made by the committee to give authority to the Board attorney to issue a no-response violation to complaint notice on Complaint No. 24-27, Complaint No. 24-37, **and Complaint No. 24-41**. Motion carried by unanimous voice vote.

**Application Committee**

**Laura Guffey, LSW**

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

**Applicant 2** – The Committee recommends this applicant's application be deferred until the December meeting. They need some additional documents and let the applicant know to email them to Vanessa Jones. Motion to defer carried by unanimous voice vote.

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Applicant 3- The Committee recommends this applicant's application be approved to take the Master exam. Motion carried by unanimous voice vote.

Applicant 4 – The Committee recommends this applicant's application be deferred until the December 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.

### **Old Business**

#### **ASWB updates-** Hank Cecil reported

Hank Cecil shared that he; Marc Kelly; and Whitney Cassity-Caywood attended the ASWB delegate assembly meeting last month in California. He shared that Whitney Cassity-Caywood was elected to the nominating committee. All congratulated her. Hank stated that the meeting was well attended and there was great information presented.

Hank shared that next year's meeting will be in Indianapolis and asked when the KY Board would want to host a meeting here. He stated it could be 5 years from now but wanted to see if there was interest. He stated it could be held in Louisville; Lexington or Covington since those cities are near airports. All agreed and would like to get on the list for hosting. Whitney Cassity-Caywood made a motion for KY to host an ASWB meeting. Genesia Kilgore-Bowling seconded. Motion carried by unanimous voice vote. Marc Kelly will get contact ASWB about hosting a Delgate Assembly.

Hank shared that the ASWB education meeting is set for May 2<sup>nd</sup> and 3<sup>rd</sup> in Oregon.

#### **Compact Licensing updates–** Hank Cecil reported

Hank Cecil shared that the next meeting is scheduled for February 4<sup>th</sup> and 5<sup>th</sup> in Lexington. It will be a hybrid meeting (in-person and online) and there will be a livestream for the public. He stated they hope to elect the executive committee, approve by-laws, and test requirements.

Hank Cecil shared that there are 22 states. However, Pennsylvania and New Jersey have proposed legislation and may be in the compact by the time of the next meeting.

Hank Cecil reminded all that the multi-state license is voluntary.

#### **IT Updates -** Hank Cecil reported

Hank shared that he, Marc Kelly, and Vanessa Jones went through the first set of testing of the new system to see what works and what does not for all license types, changes of information, et al. Marc Kelly explained that the test involved entering as an applicant and then going back in as the agency to review/approve the application. The go-live is set for February 2025.

A demonstration is postponed due to the technical issue encountered today with the live stream to YouTube . It may be possible at the December meeting.

#### **Regulations update –** Hank Cecil reported

201 KAR 23:070 Supervision – Hank Cecil shared sections 10-15. Discussion was held on each section.

Section 10 – other jurisdictions – Hank shared that if in another state persons only need 2 years of supervision with no requirement for the number of hours since states require different number of hours. He asked if the board wanted to hold to 150 hours. Discuss on the pros and cons of maintaining

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the 150 hour standard ensured Genesis Kilgore-Bowling stated it can be demeaning to persons who have held their LCSW for 20+ years but not the 150 hours so her initial response is to allow them to obtain with their LCSW years of services and having their LCSW for that long. Whitney Cassity-Caywood stated if it's a board standard and they want a license here, then they need to meet our requirements and obtain the 150 hours.

Section 11 – evaluation by the Board – Hank shared we will change contracts to be reviewed in 30 days instead of 90 days and Marc Kelly agreed that the reduced time was manageable.

Section 12 – modification of existing contract – Hank shared that they added “additional employment” as another reason to submit another contract so the CSW will have two separate contracts to show each clinical site.

Section 13 – supervision training course for CSW in supervision remains the same with the one hour free board training and submitting the certificate with the supervision contract.

Section 14 – supervision courses – Hank shared that a new supervisor must take the 6-hour course and include what that course contained, and the 3-hour renewal course could be on different topics related to supervision and include with their renewal submission.

Section 15 – training of trainers coordinated by the board – Hank shared this states that the board sponsors the training of trainers for them to provide the 6-hour or 3-hour training. The board will train them on what training they should be doing in their training.

**Student Intern Committee-** Hank Cecil reported

Hank shared that the next meeting will be in January. He stated they are discussing a variety of things. He shared that the focus of this committee is to resolve the issues about the scope of practice and course requirements and to keep students from getting caught in the middle or exploited.

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

Hank shared that this bill is related to the provisional license, removing the three-month wait for testing, LMSW license, emergency suspension, and amendments to the telehealth law. The emergency license suspension and the LMSW license type are opposed. Discussion was held. Genesis Kilgore-Bowling made a motion to remove LMSW and proceed with the ER suspension, allowing the board chair, the board attorney, and the executive director to make the final decision on its inclusion or withdrawal. Whitney Cassity-Caywood seconded. Motion carried by unanimous voice vote.

**AI Task Force –** Hank Cecil reported

Hank shared that he spoke at the AI Task Force meeting on Oct 29, 2025. The final report from the task force was sent to board members. The Task Force was appreciative of the Board's presentation and is working on legislation for the 2025 session. Hank will provide updates. The main issue is – what kind of oversight is needed for KY.

Genesis Kilgore-Bowling made a motion to approve per diem and travel for Hank Cecil for the AI task force meeting. Whitney Cassity-Caywood seconded. Motion carried by unanimous voice vote.

**New Business**

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

Hank shared the possibility of the board hosting a workshop to prepare to take the ASWB licensing exam. The workshop would be for bachelor's, master's, and clinical exams to help individuals

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be better prepared. Hank asked about having workshops June and January which are months right after graduation. Whitney Cassity-Caywood stated about the number of graduates in the social work schools in KY and shared some information Marc Kelly had gleaned from ASWB. NKU was noted as hosting a two-day training in March of 2025. Genesis Kilgore-Bowling shared that the board may be able to partner with schools.

Whitney Cassity-Caywood stated the board may need to issue an RFP for providers that can sponsor and provide the training. She shared that this would be a pilot, and the board could pay or subsidize the cost. Vanessa Jones and Marc Kelly will look into what would need to be done.

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

Hank shared the 2025 calendar for next year's meeting dates. He stated the board could continue with having them on the 2<sup>nd</sup> Monday of each month except for November; that meeting will be on the 3<sup>rd</sup> Monday of the month.

Hank shared that we want to have the board retreat in March next year, with the retreat day being on Sunday and the Board meeting on that Monday. Discussion was held. It was decided to have the retreat on March 30 and the meeting on March 31. Then the April meeting on Monday, April 28th, and no meeting in May, and return to the 2<sup>nd</sup> Monday of each month in June.

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

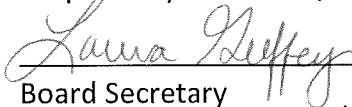
Hank stated we will defer this to the December meeting but asked all to look at some quarterly dates in 2025.

**Announcements** – Brenda Rosen introduced the intern and said that the NASW-KY Chapter will be hosting 1 workshops each month; dates on their website. She shared that they are getting ready for Lobby Day and will have YouTube videos. She stated the concern is who is a social worker and who is not, such as DCBS workers saying they are social workers when they are not social service workers, i.e. no degree in social work or licensed as a social worker.

**Adjournment** - Whitney Cassity-Caywood made a motion to adjourn the meeting at 1:30 pm. Seconded by Genesis Kilgore-Bowling. Motion carried by unanimous voice vote. Meeting adjourned.

**Next meeting:** **MONDAY, DECEMBER 9<sup>th</sup>**, 2024, at 11:30 am ET at the Board Office, 125 Holmes Street, Suite 310, Frankfort, KY 40601, or via our YouTube channel.

Respectfully submitted,

  
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Board Secretary

Board Approved: 12/9/24  
Date