

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

**Tuesday, March 12, 2019 | 11:30 a.m. | 125 Holmes Street, Frankfort, Kentucky 40601**

**Board Members Present:**

Jay Miller, Ph.D., CSW, Chairman  
Anne Adcock, DSW, CSW, Vice Chair  
Jene Hedden, LCSW  
Margaret Hazlette, LCSW  
Megan Hanser, CSW  
Lisa Johnson, Citizen Member  
James Haggie, LSW, was not in attendance.

**Staff Present:**

Florence Huffman, Executive Director  
Lisa A. Turner, Executive Coordinator  
Judy Solomon, Administrative Coordinator  
Rachel Womack, MSW Practicum Intern

**Call to order**

Dr. Jay Miller, Board Chairman, called the meeting to order at 11:30 a.m. EST.

**Consent Agenda (waived)**

**Approved:** A motion was made by Anne Adcock and seconded by Jene Hedden to approve the minutes of the February 12, 2019 board meeting. Margaret Hazlette abstained. The motion carried by majority vote. voice.

**Executive Director's Report**

Florence Huffman, Executive Director

**Operations Report –February 1-28, 2019**

- 62 New Applications (7 LSW; 31 CSW; 24 LCSW)
- 59 Applications approved (5 Bachelor's exam; 31 Master's exam; 23 Clinical exam)
- 44 Initial licenses issued (3 LSW; 17 CSW; 24 LCSW)
- 89 Online Renewals (7 LSW; 29 CSW; 53 LCSW) / 2 Paper Renewals (0 LSW; 0 CSW; 2 LCSW)
- 2 Reinstatements (0 LSW; 0 CSW; 2 LCSW)
- 11 Paper Miscellaneous: *license verification and wall certificate requests; and paper continuing education applications*
- 5 Temporary Permits approved: 0 nonclinical and 5 clinical
- 36 Supervision Contracts approved; 9 contracts deferred

**Financial Report – Fiscal Year 18/19**

**February 1-28, 2019 Revenues and Expenditures**

- Sum of Revenues: \$28,030.00
- Sum of Expenditures: \$29,421.66
- Cash Balance: \$424,421.52

**Approved:** A motion was made by Margaret Hazlette and a second by Megan Hanser to approve board members' travel and per diem for the March 12, 2019 board meeting and the motion carried by unanimous voice.

## Committees

### **Complaint Committee**

Dr. Jay Miller, CSW; Dr. Anne Adcock, CSW; Jene Hedden, LCSW

**Approved:** A recommendation was made by the committee to issue an Assurance of Voluntary Compliance that the respondent not practice social work in Kentucky and that KBSW initiate a complaint to the Indiana Board of Social Work that the respondent was practicing in Kentucky without a license for case no. 17-19. The motion carried by unanimous vote.

**Approved:** An advisory vote, pertinent to case nos. 18-22 A & B, whether students in an Academic Character Education ("ACE") class taught by a certified social worker are the clients of that social worker. Two members voted in favor of the motion; three members voted against the motion.

**Approved:** A recommendation was made by the committee to open an investigation for case no. 18-42. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to open an investigation for case no. 19-03. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to deny credit for accumulated hours of clinical supervision from 04/16/2018 – 12/21/2018 for case no. 19-04, for violation of the supervision requirement that a CSW supervisee shall receive two hours of individual supervision during every two weeks of clinical social work practice from the board-approved supervisor. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to offer an Agreed Order with the terms that the respondent must complete an approved LCSW Supervision Training and must cease all KBSW approved supervision as of the date that the Agreed Order is received and the certified mail return receipt is signed. The respondent must notify all of the CSW supervisees and the respondent's employer in writing that their supervision privilege has been suspended and copy the board on the notices. 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. 19-05. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to offer an Agreed Order with the terms that the respondent must complete an approved LCSW Supervision Training and must cease all KBSW approved supervision as of the date that the Agreed Order is received and the certified mail return receipt is signed. The respondent must notify all of the CSW supervisees and the respondent's employer in writing that their supervision privilege has been suspended and copy the board on the notices. 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. 19-09. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to deny credit for accumulated hours of clinical supervision from 10/16/2017 – 01/22/2019 for case no. 19-10, for violation of the supervision requirement that a CSW supervisee shall receive two hours of individual supervision during every two weeks of clinical social work practice from the board-approved supervisor. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to open an investigation for case no. 19-13. The motion carried by unanimous voice.

**Approved:** A recommendation was made by the committee to withdraw the complainant listed on the complaint for case no. 19-13 and to have KBSW initiate a complaint on the same allegations. The motion carried by unanimous voice.

**Application Committee**

Lisa Johnson in consultation with James Haggie, LSW

**Approved:** A recommendation was made by the committee to deny the application from A.S. until they complete the term of their probation in October 2019 at which time they are eligible to reapply. The motion carried by unanimous vote.

**Approved:** A recommendation was made by the committee to deny the application from S.F. at this time and to refer their application to the Complaint Committee. The motion carried by unanimous vote.

**Supervision Committee**

Margaret Hazlette, LCSW and Megan Hanser CSW

No report for today's meeting.

**Continuing Education Review Committee, Ad hoc**

Margaret Hazlette, LCSW, Megan Hanser CSW  
and Lisa Johnson

**Approved:** A recommendation was made by the committee to deny the Individual Application for Continuing Education Approval from S.L. for her experience in a Training Tour to Spain because it did not meet the requirement in 201 KAR 23:075 that it be relevant to the practice of social work or contribute to the continuing professional competency of a licensee. The motion carried by unanimous vote.

**Approved:** A recommendation was made by the committee to approve the Continuing Education Approval Application for one credit hour for the presentation "Stem Cells and Regenerative Medicine: Past, Present and Future" provided by Home Instead Senior Care. The motion had one opposed and passed by majority vote.

**Old Business**

Dr. Jay Miller, CSW, Chairman

**Administrative Regulations**

- The 201 KAR 23 regulations Sunset Review certification letter from the board to LRC is due June 30, 2019.
- The new KAR for complaint procedure filed with LRC was deferred.
- The amendment to 201 KAR 23:015 temporary permit regulation continues to be under review.

**New Business**

Dr. Jay Miller, CSW, Chairman

The next board will be held at the University of Pikeville on April 9, 2019 at 12:00 pm.

**Adjournment**

**Approved:** A motion was made by Margaret Hazlette and a second by Lisa Johnson to adjourn the meeting at 1:20 p.m. The motion carried by unanimous voice.

Respectfully submitted,



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Jay Miller, Ph.D., CSW, Board Chairman