

Approved January 19, 2024



**STATE of OREGON**  
**BOARD of LICENSED SOCIAL WORKERS**  
**Board Meeting**  
**Friday, December 8, 2023**  
**Via Microsoft Teams**  
**3218 Pringle Road SE, Salem, OR 97302**

**Board Members Present:** Stephanie Manriquez, *Public Member, Chair*  
Amy Ashton-Williams, *LCSW, Vice Chair*  
John Fant, *Public Member*  
Scott Wilson, *CSWA*

**Board Counsel Present:** Kyle Martin, *AAG, Oregon Dept. of Justice*

**Staff Members Present:** Ray Miller, *Executive Director*  
Kim Coleman, *Licensing Manager*  
Mindy Tucker, *Compliance Specialist*  
Troy Clinton, *Investigator*  
Wende Thatcher, *Investigator*

**Pubic Present:** Lou Savage  
Delmar Stone  
Shauna McDonough  
Paddy Farr  
Alex Brown

**Excused Absences:** Mollie Janssen, *LCSW*

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**1. CALL TO ORDER:**

**Chair Manriquez** called the Board Meeting to order at 10:12 a.m. and provided brief opening remarks.

**2. REVIEW OF AGENDA:**

**Chair Manriquez** asked for review of the draft agenda.

- i. **Fant moved to approve and adopt the agenda as presented.**
- ii. **Wilson seconded.**
- iii. **Motion passed unanimously.**

**3. MINUTES:**

**Chair Manriquez** asked if the Board members had an opportunity to review the minutes for the following meetings:

**3a. July 21, 2023:**

- i. Ashton-Williams moved to approve the minutes for July 21, 2023 as presented.
- ii. Fant seconded.
- iii. Motion passed unanimously.

**3b. September 8, 2023:**

- i. Ashton-Williams moved to approve the minutes for September 8, 2023 as presented.
- ii. Wilson seconded.
- iii. Motion passed unanimously.

**4. EXECUTIVE SESSION:**

**Chair Manriquez** announced that the Board would now enter into Executive Session to conduct Board business, pursuant to ORS 162.660(2)(b)(f)(h)(i)(l). The Board entered into Executive Session at 10:21 a.m. Chair Manriquez moved the Board out of Executive Session at 10:46 a.m.

**5. COMMITTEE REPORTS**

**Fant** presented the Consumer Protection Committee report.

**In the matter of case 2017-11:**

- i. Fant moved to close the case.
- ii. Wilson seconded.
- iii. Motion passed unanimously.

**In the matter of case 2017-42:**

- i. Fant moved to close the case.
- ii. Ashton-Williams seconded.
- iii. Motion passed unanimously.

**In the matter of case 2018-23:**

- i. Fant moved to close the case.
- ii. Wilson seconded.
- iii. Motion passed unanimously.

**In the matter of case 2019-08:**

- i. Fant moved to withdraw the Notice of Disciplinary Action as presented.
- ii. Ashton-Williams seconded.
- iii. Motion passed unanimously.

**In the matter of case 2021-21:**

- i. Fant moved to close the case.
- ii. Wilson seconded.
- iii. Motion passed unanimously.

**In the matter of case 2021-10:**

- i. Fant moved to close the case.
- ii. Ashton-Williams seconded.
- iii. Motion passed unanimously.

**In the matter of case 2023-15:**

- i. **Fant moved to close the case.**
- ii. **Wilson seconded.**
- iii. **Motion passed unanimously.**

**In the matter of case 2023-21:**

- i. **Fant moved to close the case.**
- ii. **Ashton-Williams seconded.**
- iii. **Motion passed unanimously.**

**Fant** provided the Licensing and Examination Committee report, announcing that committee had reviewed and approved two Previous Hours requests for LCSW Applicants **Carolyn Healy** and **Emily Padilla**, as well as one Semi-Retired request for LCSW **Nancy Reynolds**. LCSW applicant **Sheena Barragan's** Previous Hours request did not meet rule requirements and was unable to be approved.

**Ashton-Williams** provided the Continuing Education Committee report and advised that committee had approved seven CE requests from LCSWs **Amber Yelliott, Julianna Lucisano, Lisa Klavans-Rekosh, Lua Weatherdon, Susan Rosenthal, Nicole Hornberger**, and LMSW **Ann Martin**.

**6. SPECIAL REVIEWS**

[No special reviews]

**7. EXECUTIVE DIRECTOR REPORTS:**

**Director Miller** provided a licensing system update. Miller's goal is to streamline applications for licensure by automating processes where possible. The Board's licensing system provider, Thentia, will be upgrading our system to their next platform, Thentia Cloud. Miller has worked with Thentia to commit to a migration date of January 2024. In the current system, all applicants are required to complete and pass the Board's Statutes and Administrative Rules Exam, which is graded manually by Board staff. We have requested to automate that exam in our current system, but it will likely have to wait until the upgrade.

**Director Miller** informed Board members that the 0.5 FTE Office Specialist 2 position that was approved with the 2023-2025 budget has been filled. **Cassie Kanaeholo's** first day was October 23, 2023, and she is already making an impact on the application backlog. Miller emphasized the need for additional staff to support the growing workload, and requested the Board's support in the effort.

**Director Miller** provided a new Board member update. **Scott Wilson**, CSWA was confirmed by the Senate on November 6<sup>th</sup>. Wilson is the first CSWA to hold a position on the Board. **Paddy Farr**, LCSW is next in line for confirmation. The next Senate hearing has not been scheduled, but we anticipate it being held in January or February. The Board is still looking for applicants for its vacant Public Member position.

**8. APPROVAL OF THE CONSENT AGENDA:**

- i. **Ashton-Williams moved to approve the Consent Agenda as presented.**
- ii. **Wilson seconded.**
- iii. **Motion passed unanimously.**

**9. PUBLIC COMMENT:**

**Alex Brown** provided feedback on the process for current applicants. Brown has encountered barriers in applying to become a CSWA, which requires a place of employment, but many employers will not hire individuals who do not already hold a CSWA. **Paddy Farr** suggested the possibility of applying for a QMHP designation through the Mental Health and Addiction Certification Board of Oregon, which allows qualified individuals to practice clinically.

**Shauna McDonough** inquired about the current Disciplinary Action Report. McDonough also discussed the difficulties they encountered when requesting a Board meeting link, and noted information on the Board website that requires updating.

**Lou Savage** suggested inviting outside groups and advocates to future Board meetings, such as the NASW Oregon chapter and the education community, to discuss current issues they are aware of and how to address them.

**Delmar Stone** welcomed Miller as the new Executive Director. Stone informed the Board that February 13<sup>th</sup> is NASW's annual Legislative Education Advocacy Day for the social work profession. LCSWs Ebony Sloan Clarke and Juliana Wallace will be speaking at the event. NASW is still moving forward with the Interstate Compact. Other topics of interest for NASW include changing the RBSW (Registered Baccalaureate Social Worker) to LBSW (Licensed Baccalaureate Social Worker) to align with other states, strengthening the role of LMSWs in Oregon, and alternative pathways to licensure other than the ASWB exam.

**10. OLD BUSINESS:**

**Director Miller** discussed the Governor's DEI Plan expectation for all State agencies. Miller will be contacting his resources and working on a draft of the DEI Plan, which he will bring back for Board review.

**Chair Manriquez** reviewed the recently created Board Newsletter. Manriquez requested topic suggestions from Board members for the next newsletter, which the Board plans to issue quarterly.

**11. NEW BUSINESS:**

**Director Miller** provided a summary of a meeting that was held to discuss the Board's licensing system and portal. Miller and Board staff Coleman and Thatcher met with Board members Janssen, Ashton-Williams, Wilson, and Travis Miller, Assistant State CIO to discuss ideas and changes to make the licensing portal more user friendly. Those recommendations will be used for the licensing system migration, as well as fixes in the current system. One major improvement everyone would like to see is embedding all processes which require uploading copies of forms. This process creates a lot of work that could be automated.

**12. CORRESPONDENCE:**

[No correspondence]

**13. ANNOUNCEMENTS:**

**Chair Manriquez** requested that Board members review the current contact list to ensure their information is correct.

**Chair Manriquez** reviewed proposed 2024 Board meeting dates. The Board will meet every month for at least the next six months. In June the Board will reevaluate if monthly meetings are necessary.

**Fant** provided an ASWB update. Fant attended the ASWB Annual Meeting of the Delegate Assembly which was held in Memphis, Tennessee November 3-4, 2023. ASWB held elections in which two former Board members were running for positions, Kathy Outland and Brenda Dennis. Dennis was elected to the Board of Directors. ASWB discussed testing fixes. In January there will be an announcement about testing. ASWB is exploring scoring exams in different sections. If an exam candidate were to receive a failing score, instead of having to retake the entire exam, the candidate would just have to retake the section that they did not pass. Other topics included license portability and disciplinary action communication between states, monthly supervision reports, application backlogs due to funding, and exploring federal grants.

Board members acknowledged **Savage's** service as the Board's Interim Executive Director and thanked him for the work he was able to accomplish in a short amount of time.

**14. MANDATORY STATE EMPLOYEE TRAININGS:**

Board members completed mandatory State trainings on Preventing Discrimination and Harassment and Information Security Training: Foundations.

**15. ADJOURNMENT:**

**Chair Manriquez** adjourned the Board meeting at 3:13 p.m.

Respectfully submitted,



Kim Coleman, Licensing Manager