

APPROVED MINUTES
STATE BOARD OF CLINICAL SOCIAL WORKERS
Tuesday, June 13, 2006 -- 10:00 a.m. to 3:00 p.m.
First Floor Conference Room
3218 Pringle Road SE - Salem, OR 97302

BOARD AND STAFF MEMBERS PRESENT: Mark Oldham (Chair), Simone Brooks, John Carr, Cheryl Price, Becky Rasmussen, Suzan Turley, Toniya Villalobos, Kyle Martin, (AAG), and Jon Langenwalter (Administrator).

DRAFT AGENDA

The Board begins its regular meeting 10:00 a.m. in a work session. The Impaired Professional Committee meets beginning at 8:00 a.m. in Executive Session (ORS 192.660[1][f][h]) in the Administrator's Office to discuss pending cases, consult with legal counsel, and conduct interviews. The Impaired Professional Committee report to the Board is presented in Executive Session to discuss cases and other legal matters. Final actions regarding recommendations to the Board will take place in the Public Session of the Board meeting. The Consumer Protection Committee meets beginning at 9:00 a.m. in Executive Session (ORS 192.660[1][f][h]) in the Second Floor Conference Room to discuss pending complaints, consult with legal counsel, and conduct interviews. The Consumer Protection Committee report to the Board is presented in Executive Session to discuss complaints and other legal matters. Final actions regarding recommendations to the Board will take place in the Public Session of the Board meeting. Application files are reviewed in the public meeting until the balance of the Board members can join the regular meeting.

CALL TO ORDER - Mark Oldham, Chair.

REVIEW/APPROVAL OF AGENDA

APPROVAL OF MINUTES - Approval of the May 9, 2006 Minutes.

MOVE TO EXECUTIVE SESSION: (Taped record.)

CPC Report

IMP Report

Other items as necessary/Legal counsel.

PUBLIC COMMENT

LUNCH AGENDA - Staff Reports and Open Discussion.

COMMITTEE REPORTS (Not all committees report or are required to report every month.) Budget, Consumer Protection, Impaired Professional, Continuing Education, Exam, Personnel, Public Information, Rules.

OLD BUSINESS:

Practice Act Update/Meet with Erinn Kelley-Seil (Gov's office) 2:00 p.m.: Mark Oldham

Response to Governor's Office regarding Website Disciplinary Policy: Mark Oldham (mail)

Review of Website Disciplinary Report Policy: Krystal Ashling, NASW/OR (mail)

Clarification of OAR 877-020-0016(3 and 4): Jon Langenwalter (mail)

Staff Report on Average Time to Complete Plan: Jon Langenwalter (mail)

NEW BUSINESS:

Request to Return to Active Status: Diana Vogel Knee (mail); Kay Endres; James Reavis (today)

Request to Be Placed on Inactive Status: Casey Kohl (mail)

Request for Extension to Take Exam: Aisha Wallace-Hollands (mail); Shizuko Pierce (today)

Request for Language Arrangements to Take Exam: Maria T. Schaad; Ami Kou-Mei Hsu (today)

Introduction of New BAM Analyst, Shawn Range: Jon Langenwalter

Policy for New CSWAs/LCSWs Who Still Owe Fees: Jon Langenwalter (today)

Review Proposed Budget Figures and Supporting Documents: Jon Langenwalter (mail)

BUDGET UPDATE - As of 6/12/06, the current amount in the Board account held in the State Treasury was \$173,751.

CORRESPONDENCE -

REVIEW AND DISCUSSION ON APPLICANT FILES

New Plans, Plan Changes, Final Reviews, and LCSW Applications

Special Review:

ADMINISTRATOR'S REPORT

ANNOUNCEMENTS AND ADJOURNMENT

1. **CALL TO ORDER** - Mark Oldham, Chair, called the meeting to order at 11:25 a.m.
2. **REVIEW/APPROVAL OF AGENDA** - One item was added to Old Business: National Exam Requirements for Bachelor Level, and one item was added to New Business: Upcoming Board Elections and Board Committee Assignments.

3. APPROVAL OF MINUTES - Approval of the May 9, 2006 Minutes. One addition was made to the section of the Minutes in Old Business concerning the Review of the ASWB Meeting in Portland. Suzan Turley **moved that the Minutes be adopted as corrected.** John Carr **seconded the motion which passed unanimously.**
4. MOVE TO EXECUTIVE SESSION: [Business under authority of ORS 192.660(2)(f)(h)(k)]

Simone Brooks **moved to go into Executive Session.** Becky Rasmussen **seconded the motion, which passed unanimously.** The Consumer Protection Committee report was presented and discussed. The Impaired Professional Committee report was presented and discussed. Cheryl Price **moved to return to Public Session.** Toniya Villalobos **seconded the motion, which passed unanimously.** (Note: A taped record of the Executive Session is kept in the Administrator's Office.)

5. PUBLIC COMMENT - None.
6. LUNCH AGENDA - Staff Reports and Open Discussion.
7. COMMITTEE REPORTS (Not all committees report or are required to report every month.) Budget, Consumer Protection, Impaired Professional, Continuing Education, Exam, Personnel, Public Information, Rules.
 - Consumer Protection - Suzan Turley presented the Committee report. She **moved to accept the signed Stipulated Agreement on Case No. 2005-21.** John Carr **seconded the motion which passed unanimously.** She **moved to dismiss Case No. 2005-27.** Toniya Villalobos **seconded the motion which passed unanimously.**
 - Impaired Professional - Becky Rasmussen presented the Committee report. She **moved to accept the surrender of License from the licensee and close the case on No. 2002-03.** Simone Brooks **seconded the motion which passed unanimously.** Ms. Rasmussen **moved to close No. 2005-02.** Cheryl Price **seconded the motion which passed unanimously.** Ms. Rasmussen **moved to accept the signed agreement on No. 2006-01.** Suzan Turley **seconded the motion which passed unanimously.** Ms. Rasmussen **moved to close No. 2006-03 due to a lapsed License.** Toniya Villalobos **seconded the motion which passed unanimously.**
 - Continuing Education - Cheryl Price presented the Committee report. She told the Board that the Committee reviewed six files. Five requests for CE credit were approved and the Committee was seeking additional information on one request. Ms. Price informed the Board that the Committee is continuing to review the current list of Board-approved credentialing bodies. They are also drafting a letter to send to LCSW supervisors to gain information about that process.

8. OLD BUSINESS:

- Practice Act Update/Meet with Erinn Kelley-Seil (Governor's Office) 2:00 p.m.: The Administrator introduced Erinn Kelley-Seil, Policy Advisor for Healthcare and Human Services from the Governor's Office. Ms. Kelley-Seil applauded the Board's work so far on developing a legislative concept to move from a Title Protection Act to a Practice Act. She encouraged the Board to continue to work in several areas:
 - The current proposed language which seeks to define the practice of social work seems a bit circular in several instances. It will be important for the Board to develop a very clear, workable definition of social work practice.
 - By the time the legislative concept reaches the Governor's desk for possible inclusion in his legislative agenda, it will be important to contact potential opposition groups and see if we can negotiate any differences and gain their support. The Board advised Ms. Kelley-Seil of their plan to reach out to the Department of Human Services, several of the larger hospital and nursing home organizations around the state, and various of the large counties who utilize the services of social workers.

- Have a realistic time frame for implementing the legislation. Agencies who are most affected by the Practice Act will need to know when and how they are expected to comply with the requirements of the legislation. She suggested that coming up with an appropriate grandfathering period and some possible phase-in dates might help the Board gain support of the legislation.
- Be consistent with its message of public protection and how, with only a Title Protection Act, we are unable to succeed in our primary mission.
- Continue to accumulate and present data that supports the need for this legislation. She indicated that it would be helpful if there were a few people who could provide compelling personal testimony of harm by an unlicensed social worker.

The Board informed Ms. Kelley-Seil of some of the steps they had taken to address the areas of her concern. They thanked her for her helpful input and indicated that they looked forward to working with her and the Governor's Office to secure passage of this important legislation.

- Response to Governor's Office regarding Website Disciplinary Policy: The Board reviewed a concern which Sydney Brewster, Attorney, had sent to the Governor's Office about some of the practices of listing public disciplinary actions on the Board's website. The Board drafted a response to be sent to Ms. Brewster. They placed a review of their current process for listing public disciplinary action on their website on the agenda for the fall planning meeting, with a specific focus on whether they should limit how long a public disciplinary action is available on the website.
- Review of Website Disciplinary Report Policy: The Board reviewed a note submitted by Krystal Ashling, LCSW, on behalf of the Ethics Committee of NASW/OR. The Committee requested that the Board review its current policy of publishing public disciplinary information and documentation on the Board's website. The Board told the Administrator to thank Ms. Ashling and the Committee for their suggestions. He will inform them that the Board will be reviewing its practices concerning website disciplinary information at the Board planning meeting this October.
- Clarification of OAR 877-020-0016(3 and 4): The Board talked through several questions raised by the staff concerning specific implementation of OAR 877-020-0016(3 and 4). By consensus the Board agreed on the following:
 - (1) A person who had not passed the exam within a year of initially completing their Plan of Supervision would need to submit a Revised Plan to accrue 1,750 total hours worked, 1,000 client contact hours, and 50 hours of supervision. They would be able to take the exam while they were working on the Revised Plan and if they passed the exam, the Revised Plan would be cancelled.
 - (2) A person who had not passed the exam within two years of initially completing their Plan of Supervision would need to submit a New Plan of Supervision to accrue 3,500 total hours worked, 2,000 client contact hours, and 100 hours of supervision. People would not be allowed to take the exam until they had completed this New Plan.
- Staff Report on Average Time to Complete Plan: Jon Langenwalter presented the report requested by the Board regarding the average time it takes a person to complete a Plan of Supervision for those who start from scratch and work through their whole plan under this Board's jurisdiction. Having reviewed the 100 most recently completed Plans, the average time for completion is 2 years, 8½ months. The median average is 2 years, 6 months. The Board requested that this information be shared in an upcoming newsletter.
- National Exam Requirements for Bachelor Level: By consensus the Board agreed that they would not start requiring that Bachelor level applicants pass the national exam until after the Grandfather period was completed.

9. NEW BUSINESS:

- Request to Return to Active Status: The Board approved requests from Diana Vogel Knee, Kay Endres, and James Reavis to return to Active Status. In all three cases, the licensee will need to complete 20 hours of accredited Continuing Education prior to receiving an Active License because they had been Inactive for over two years.
- Request to Be Placed on Inactive Status: The Board approved a request from Casey Kohl to be placed on Inactive Status.
- Request for Extension to Take Exam: The Board denied a request from Shizuko Pierce for an extension to take the exam. Since Ms. Pierce completed her original Plan of Supervision in June, 2005, she is required to submit a Revised Plan of Supervision for the Board's approval. [OAR 877-020-0016(3)]. Once the Board has approved the Revised Plan, she will be allowed to take the exam if she wishes. If she passes the exam while working on the Plan goals, the Plan will be void. Additionally, the Board denied a request for Aisha Wallace Hollands for an extension to take the exam. Since Ms. Hollands completed her original Plan of Supervision in May, 2004, she is required to submit a whole New Plan of Supervision for the Board's approval. [OAR 877-020-0016(4)]. She will not be approved to take the exam until she has completed the hours required in her New Plan.
- Request for Language Accommodations to Take Exam: The Board approved requests from Maria T. Schaad and Ami Kou-Mei Hsu to allow them special accommodations and extra time to take the exam based on ESL.
- Introduction of New BAM Analyst, Shawn Range: The Administrator introduced Shawn Range to the Board. Mr. Range will be serving as the Budget and Management Analyst with this Board through the rest of this budgetary cycle. Mr. Range has an accounting background and has been with the state for three years.
- Policy for New CSWAs Who Still Owe Fees: The Board reviewed and approved a draft letter which the staff will send to people whose original Plan of Supervision has been accepted but who have failed to pay the necessary initial Certificate fee even after two requests. The third letter will inform them that their Plan has been put on hold by the Board and that none of the hours they had completed thus far will count toward the completion of their Plan. Additionally, the letter will state that they can not start accruing hours toward their Plan until after they have submitted the required fee and a new plan starting date has been assigned by the Board.
- Review Proposed Budget Figures and Supporting Documents: Jon Langenwalter shared the latest proposals for the '07-'09 budget. He reminded Board members that since their budget was due no later than August 1, 2006, they would need to make all necessary budget decisions at the July meeting.
- Upcoming Board Elections and Board Committee Assignments: Mark Oldham reminded Board members that they would need to elect a Chair and Vice-Chair at the July meeting. He also stated that effective July 1, 2006, Toniya Villalobos would serve as the Chair of the Consumer Protection Committee, Cheryl Price would move from the Impaired Professional Committee to the Consumer Protection Committee, and he would start serving on the Impaired Professional Committee.

10. BUDGET UPDATE - As of 6/12/06, the current amount in the Board account held in the State Treasury was \$173,751.

11. CORRESPONDENCE - None.

12. REVIEW AND DISCUSSION ON APPLICANT FILES

- New Plans were approved for *Lynette B. Anderson, Gloria J. Brooks, Patricia C. Cortez, Brad Dennis, Linn R. Menzie, Saba S. Moon, Kellee L. Muller, Emily L. Murray, Shanna D. Phillips, Nancy L. Strain, Brenda Wierschin, and Jason R. Wilebski. (12)*
- Plan Changes were approved for *Jacqueline Cara Haddon, Cynthia L. Homberg, Devora Moon Marbin, Martha L. McGraw, Kathleen M. O'Farrell, Charlotte Stone Redway, Erin R. Sewell, Laura I. Sicignano, Willie Rose Smith, Misty M. Tanner, Barbara Tyler, and Barbara Zukin. (12)*
- Final Reviews were approved for *Kelli A. Brugh, Tanya Kay Correll-Blaha, Scott E. Dillinger, Lorenz ("Larry") H. Fritz, Holly K. Hermes, Leresa A. Jones, Renee L. Rathke, Michelle E. Sobel, Lynn C. Sterchi, Kristina M. Wells, and Eric Scott Williams. (11)*
- LCSW Applications were approved for *Lisa R. Bettis, Mary Ann Crewdson, Sheila M. Da Bell, Pamela K. Griess, Laura O'Grady Langer, Deborah M. Mc Laughlin, Janice R. Moore, Michele D. Morris, Elizabeth M. Moss, Sarah Palmer St. John, Michael K. Strub, Debra Vajda, and Melissa J. Woolsey. (13)*
- Special Review: The Board denied a request from Maria Valdez-Henshaw for inclusion of some hours worked under supervision prior to the approval of her Plan.

13. ADMINISTRATOR'S REPORT

14. ANNOUNCEMENTS AND ADJOURNMENT - The meeting adjourned at 4:30 p.m.

The next regularly scheduled Board meeting will be at 10:00 a.m. on Tuesday, July 11, 2006 in the First Floor Conference Room at the Morrow Crane Building, 3218 Pringle Road SE, Salem, OR 97302. At 8:00 a.m. on the same date there will be a meeting of the Impaired Professional Committee (in Executive Session) and the Continuing Education Committee in the Administrator's Office. At 9:00 a.m. on the same day there will be a meeting of the Consumer Protection Committee (in Executive Session) in the Second Floor Conference Room.