

APPROVED MINUTES
STATE BOARD OF CLINICAL SOCIAL WORKERS
Tuesday, April 10, 2007 -- 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, Sara Dehaan, Cheryl Price, Mark Troseth, 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 March 13, 2007 Board Meeting 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: Mark Oldham

Rules Process Advisory Committee: Mark Oldham

Draft Letter to Circuit Courts: Mark Oldham

NEW BUSINESS:

Briefing on NASW Social Work Ethics Summit: Katherine Oberholtzer

Request to Return to Active Status: Paula Renee Wade

Request for Language Accommodation for Exam: Melania Hoskinson

Request to Reinstate Lapsed License: A. Crystal Busch

Clarification of Renewal Protocol: Jon Langenwalter

Adopt ADA and Reasonable Accommodation Policy: Jon Langenwalter

Topics and Logistics for May, '07 Mini-planning Meeting: Mark Oldham

2006 ASWB Exam Pass Rates: Mark Oldham

BUDGET UPDATE - As of 4/9/07, the current amount in the Board account held in the State Treasury was \$172,673.

CORRESPONDENCE

REVIEW AND DISCUSSION ON APPLICANT FILES

Consent Calendar

Special Review: Jean Berg; Holly Bridenbaugh; Ronald Kittelson

ADMINISTRATOR'S REPORT

ANNOUNCEMENTS AND ADJOURNMENT

1. CALL TO ORDER - Mark Oldham, Chair, called the meeting to order at 10:40 a.m.
2. REVIEW/APPROVAL OF AGENDA - One item was added to New Business: Application Process with Maren Walta.
3. APPROVAL OF MINUTES - Mark Troseth requested that his vote on the second motion related to Julia Siepmann's request to return to active status be changed from a "no" to a "yes". Cheryl Price **moved that the minutes of the March 13, 2007 meeting be approved as corrected.** Sarah Dehaan **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.** Toniya Villalobos **seconded the motion, which passed unanimously.** The Consumer Protection Committee report was presented and discussed. The Impaired Professional Committee report was presented and discussed. Simone Brooks **moved to return to Public Session.** Toniya Villalobos **seconded the motion, which passed unanimously.** (Note: A taped record of the Executive Session is kept on the Board's main computer.)

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 - Toniya Villalobos presented the Committee report. She **moved to dismiss 2006-07 due to no violation of law or rule.** Simone Brooks **seconded the motion which passed unanimously.** Ms. Villalobos **moved to dismiss 2006-08 due to no violation of law or rule.** Cheryl Price **seconded the motion which passed unanimously.** Ms. Villalobos **moved to dismiss 2007-02 due to no violation of law or rule.** Mark Troseth **seconded the motion which passed unanimously.**
- Impaired Professional - Mark Oldham told the Board that there were no cases to present.
- Continuing Education - Cheryl Price presented the Committee report. She told the Board that the Committee reviewed 8 requests from licensees to accept continuing education experiences that had not been approved by an acceptable accrediting body. The Committee approved 3 and are requesting additional information on the other 5. The Committee approved a request from NASW/OR that an ethics course they are sponsoring in fall can be used by CSWA supervisors to fulfill some of their required supervisory coursework. Ms. Price indicated that the Committee will draft an article for the next Board newsletter stressing the requirement for people to submit non-credentialed coursework for approval at least 90 days prior to their renewal.
- Rules - Mark Troseth led the Board through the latest draft of Division 20 of OAR, Chapter 877. Board members made a few suggestions for changes. The Board will spend more time at the May planning meeting reviewing the proposed changes to the Rules.

8. OLD BUSINESS:

- Practice Act Update: Elizabeth Buys will get together with Ginger Martin prior to the next Board meeting to work on the informational handouts. The Administrator informed the Board that he is still seeking clarification from Legislative Counsel concerning the scope of the current legislative concept. He will attempt to get a response prior to the May meeting.
- Rules Process Advisory Committee: Jon Langenwalter told the Board that so far four licensees have contacted the Board office to express interest in serving on the Advisory Committee. Mr. Oldham reminded the Board members to be thinking of additional people who could serve in this capacity. He indicated that a person doesn't have to be under the Board's jurisdiction in order to serve on the Committee.
- Draft Letter to Circuit Courts: The Board made a few changes to the draft letter prepared by Ms. Dehaan which will be sent to the Presiding Judges of the Oregon Circuit Courts. The Administrator will deliver the letter to the State Courts Administrator and determine when and how it can be distributed for maximum effectiveness.

9. NEW BUSINESS:

- Briefing on NASW Social Work Ethics Summit: Katherine Oberholtzer, LCSW, Co-Chair of the NASW/OR Ethics Committee, shared some information she had received at a national Social Work Ethics Summit meeting. Stacy Skalla-Orr, NASW/OR Executive Director was also present. Ms. Oberholtzer stated that NASW uses both adjudication and mediation processes to resolve ethical allegations. The more serious cases are always adjudicated. Less serious allegations, for example sloppy termination or nebulous access to records, might be mediated. A lot of NASW resources at both the national and local levels are being focused on ethics education. Ms. Oberholtzer mentioned that she was most impressed about the importance that Supervisors play in helping newer social workers in the process of ethics formation. Mr. Oldham invited the NASW/OR Ethics Committee to especially review Division 30 of the Rules and provide suggestions for any changes for the upcoming Rules revision process.
- Request to Return to Active Status: The Board approved a request from Paula Renee Wade to return to active status. There is no CE requirement since Ms. Wade had been on inactive status for less than two years. [OAR 877-020-0055(1a)]
- Request for Language Accommodation for Exam: The Board approved a request from Melania Hoskinson for time accommodations for taking the ASWB Exam based on ESL.
- Request to Reinstate Lapsed License: Toniya Villalobos **moved that the Board approve an application from A. Crystal Busch and a request that her previous License be Reinstated.** [OAR 877-020-0036(2)] Simone Brooks **seconded the motion which passed unanimously.** Ms. Busch's License will be reinstated once she has submitted 20 hours of credentialed CE coursework, taken since January 1, 2006, has passed both the ASWB Clinical Exam and the Oregon Exam on laws and rules, and paid the appropriate fee.
- Clarification of Renewal Protocol: The Board affirmed the staff's decision not to renew Douglas J. Banasky's License because he did not timely renew. His License is now lapsed and he will need to re-apply and meet all current requirements. [OAR 877-020-0030(4) and 877-020-0036(2)]
- Adopt ADA and Reasonable Accommodation Policy: Simone Brooks **moved that the Board adopt the ADA and Reasonable Accommodation Policy that was distributed at the meeting.** Cheryl Price **seconded the motion which passed unanimously.**
- Topics and Logistics for May, '07 Mini-planning Meeting: Mark Oldham distributed a proposed schedule and process for the mini-planning meeting set for May 4-5, 2007. Board members will spend all day Friday in various committee meetings. Each committee will spend a little time preparing for the Saturday Board meeting. Most of the committee time will be spent reviewing the goals set at the Fall planning meeting and developing new goals for the rest of this year. The Rules Committee will focus on the three major topics for the upcoming rules change process. Saturday morning the Board will conduct their normal monthly business.
- 2006 ASWB Exam Pass Rates: The Board reviewed the 2006 ASWB Exam pass rate statistics. They noted that Oregon continues to be well above the national average for first-time test takers.
- Application Process with Maren Walta: The Board approved a letter to be sent to Maren Walta, CSWA, stating that though her Plan of Supervision was approved in December, 2006, since she still owed \$2.00 for her initial Certificate, she could not start counting hours toward her Plan until she had paid that outstanding balance.

10. BUDGET UPDATE - As of 4/9/07, the current amount in the Board account held in the State Treasury was \$172,673.

11. CORRESPONDENCE

12. REVIEW AND DISCUSSION ON APPLICANT FILES

- New Plans were approved for 8 Associates whose names are on the Consent Agenda (see attached). (8)
- Plan Changes were approved for 10 people on the Consent Agenda (see attached). (10)
- Revised Plans were approved for 2 people on the Consent Agenda (see attached). (2)
- Final Reviews were approved for 7 people on the Consent Agenda (see attached). (7)
- LCSW Applications were approved for 9 people on the Consent Agenda (see attached). (9)
- Consent Agenda - Cheryl Price **moved that the Board approve the Consent Agenda as distributed for the meeting.** Mark Troseth **seconded the motion which passed unanimously.** (See attached Consent Agenda.)
- Special Review:
 - The Board approved a request from Jean Berg to move her License to inactive status. A review of her current job description revealed that she is not engaged in the practice of Social Work as defined in ORS 675.600.
 - The Board approved a Plan of Supervision submitted by Holly Bridenbaugh. While she and her proposed Supervisor have known each other for some time, there was nothing apparent in that pre-existing relationship that would diminish the opportunity for appropriate supervision.
 - The Board denied a request from Ronald Kittelson to move his License to inactive status. A review of his current job description revealed that he is engaged in the practice of Social Work as defined in ORS 675.600.

13. ADMINISTRATOR'S REPORT - Mr. Langenwalter informed the Board that he would be talking to two groups of graduating MSW students at PSU about the licensure process. On Thursday, May 24, he will meet with the evening student group from 5:30 – 7:30. Sara Dehaan and Toniya Villalobos indicated that they would try to be at the meeting. On Wednesday, May 30, he will meet with the day-time students. Sara Dehaan and Mark Troseth said they would try to be present for that meeting.

14. ANNOUNCEMENTS AND ADJOURNMENT - The meeting adjourned at 2:10 p.m.

The next scheduled Board meeting will be a mini-planning meeting. The meeting will go from 9:00 a.m. to 5:00 p.m. on Friday, May 4, 2007 in the First Floor Conference Room at the Morrow Crane Building, 3218 Pringle Road SE, Salem, OR 97302 and include a working lunch. At 1:00 p.m. on Friday, May 4, 2007 there will be a meeting of the Impaired Professional Committee (in Executive Session) in the Administrator's Office. At 2:45 p.m. on the same day there will be a meeting of the Consumer Protection Committee (in Executive Session) in the Second Floor Conference Room. At 8:00 a.m. on Saturday there will be a meeting of the Continuing Education Committee in the Second Floor Conference Room. At 9:45 a.m. on Saturday, May 5, 2007, the Board will conduct their normal monthly business meeting. All of these meeting times are tentative and subject to change. Interested public are advised to consult the formal notice of public meetings and agenda when issued, or contact the Board office at (503) 378-5735.