

APPROVED MINUTES
STATE BOARD OF CLINICAL SOCIAL WORKERS
Tuesday, August 14, 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: Becky Rasmussen (Vice-Chair), Simone Brooks, Cheryl Price, Mark Troseth, Toniya Villalobos, Kyle Martin, (AAG), and Jon Langenwalter (Administrator).

DRAFT AGENDA

The Board begins its regular meeting at 10:00 a.m. in a work session. The Consumer Protection Committee meets beginning at 8:00 a.m. in Executive Session (ORS 192.660[2][f][h][k]) 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. The Impaired Professional Committee meets beginning at 9:00 a.m. in Executive Session (ORS 192.660[2][f][h][k]) 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. Application files are reviewed in the public meeting until the balance of the Board members can join the regular meeting.

CALL TO ORDER - Becky Rasmussen, Vice-Chair

REVIEW/APPROVAL OF AGENDA

APPROVAL OF MINUTES - Approval of the July 10, 2007 Board Meeting Minutes.

MOVE TO EXECUTIVE SESSION: (Digital recording.)

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: Elizabeth Buys (mail)

Rules Advisory Task Force: Mark Troseth (mail)

Previous Request for Inactive Status for Sabbatical: Susan Choi (mail)

Review of Request for Additional Information for Sabbatical Category: Jon Langenwalter (mail/today)

NEW BUSINESS:

Request Waiver to 2-Year Supervision Rule: Karen Maier; Jay Whitcomb (mail)

Request to Go on Inactive Status: Marlene Malone (mail)

Appeal of Staff Decision: Maren Walta (mail)

Request Waiver of 3-Month Rule to Take Exam, and Extra Time: Tamara Poe (today)

ASWB Fall Business Meeting: Becky Rasmussen

October Mini-Planning Meeting Agenda/Process: Jon Langenwalter

BUDGET UPDATE - As of 8/13/07, the current amount in the Board account held in the State Treasury was \$158,185.

CORRESPONDENCE

REVIEW AND DISCUSSION ON APPLICANT FILES

Consent Calendar

Special Review:

ADMINISTRATOR'S REPORT

ANNOUNCEMENTS AND ADJOURNMENT

1. **CALL TO ORDER** - Board Chair, Mark Oldham, was unable to attend the meeting. Becky Rasmussen, Vice-Chair, called the meeting to order at 11:55 a.m.
2. **REVIEW/APPROVAL OF AGENDA** - One item was added to New Business: CSWA Request for Clarification of Client Contact Hours.

3. APPROVAL OF MINUTES - Toniya Villalobos **moved that the Minutes of the July 10, 2007 Board meeting be approved as distributed for the meeting. Simone Brooks seconded the motion which passed unanimously.**

4. MOVE TO EXECUTIVE SESSION: [Business under authority of ORS 192.660(2)(f)(h)(k)]

Cheryl Price **moved to go into Executive Session. Simone Brooks 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 digital 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 case #2007-11 due to insufficient evidence. Mark Troseth seconded the motion which passed unanimously. She moved to dismiss case #2007-15 due to no violation. Simone Brooks seconded the motion which passed unanimously. Ms. Villalobos moved to dismiss case #2007-18. Simone Brooks seconded the motion which failed on a vote of three in favor and two abstentions (Mark Troseth and Cheryl Price).**
- Impaired Professional - Cheryl Price stated that there was no report. The Committee did not meet since there was not a quorum of the Committee present for the meeting.
- Continuing Education - Cheryl Price presented the Committee report. She told the Board that the Committee reviewed 5 requests from licensees to accept continuing education experiences that had not been approved by an acceptable accrediting body. The Committee approved 3 and is requesting additional information on 2. The Committee denied a request for a study group because it did not include the minimum required number of licensed professionals in the group. The Administrator will write to NASW/OR and request they provide the Committee with their reasons for approving an upcoming CE event.
- Rules - Mark Troseth reviewed the various changes to the Rules which had been made since the June meeting. He stated that he would have Divisions 20 and 25, the section on criminal background checks, and the section on maintaining client files ready for review at the October mini-planning meeting. The Administrator will also try to have the statement of need and the fiscal impact statement ready for review in October.

8. OLD BUSINESS:

- Practice Act Update: Elizabeth Buys talked about some minor changes she had made to the educational flyers she has been developing. She told the Board that she had made contact with several other jurisdictions that passed practice act legislation in the past several years to solicit their input on how they accomplished that goal. She will also start developing a list of key stakeholder groups around the state and primary contact information for each. Pam Johansen suggested that the Board create two separate registrations at the Bachelor's level. One would be the RBSW for those who have a BSW degree. The other would be a RSW for those who have a bachelor's degree in some related field but who are practicing in the social work profession as defined by the practice act.

- Rules Advisory Task Force: Mark Troseth shared the minutes and feedback from the committee meeting of July 21, 2007. He informed the Board that the Committee had participated in a very good process and had shared some excellent suggestions. Several Committee members shared concern about draft rule 877-020-0010(9). They agreed that it is in the public's interest for a person to stay under supervision after they have been authorized to take the Exam, but felt that allowing a person up to 5 years in which to pass the Exam was excessive. They suggested the Board consider a 1 or 2 year maximum time frame for passing the Exam. Mr. Troseth stated that he will draft a letter to the Committee asking for any additional input on the proposed rules and for their specific response to the three APA required questions.
- Previous Request for Inactive Status for Sabbatical: Mark Troseth **moved that the Board approve a request from Susan Choi that she be granted Inactive Status.** Toniya Villalobos **seconded the motion which passed unanimously.**
- Review of Request for Additional Information for Sabbatical Category: The Board reviewed a request they made to the Staff recently to gather specific information from people who were seeking Inactive Status based on the Sabbatical Leave or Other categories. Cheryl Price **moved that the Board accept renewal applications for Inactive Status on face value and not seek additional information from people who mark either Sabbatical Leave or Other as their reason for making the request.** Simone Brooks **seconded the motion which passed unanimously.**

9. NEW BUSINESS:

- Request Waiver to 2-Year Supervision Rule: The Board reviewed two requests for a waiver to the 2-Year rule about supervising Associates. The Board noted that OAR 877-020-0012(9) only requires that a person "must have completed at least two years post-LCSW practice experience" to be considered as able to provide supervision to Associates. It does not say that the two years must have occurred in Oregon. The Board directed the staff not to bring these requests to them in the future. The staff can determine whether a potential Supervisor meets the qualifications specified in the Rule. The staff will advise Karen Maier and Jay Whitcomb that they meet the requirements for supervision.
- Request to Go on Inactive Status: In light of the Board decision concerning people requesting Inactive Status based on a Sabbatical Leave, the staff will advise Marlene Malone that her request for Inactive Status is approved.
- Appeal of Staff Decision: The Board denied a request from Maren Walta to reverse a staff decision concerning the starting date for her Plan of Supervision. Ms. Walta's Plan of Supervision will have an effective date of July 10, 2007 since that is the first Board meeting after her application file was complete.
- Request Waiver of 3-Month Rule to Take Exam, and Extra Time: The Board denied a request from Tamara Poe to waive the 3-month waiting period before retaking the ASWB Exam. They also denied her request for additional time to take the exam since she had not presented any medical or language proficiency reason to substantiate her request.
- ASWB Fall Business Meeting: The Board confirmed that Mark Oldham would serve as the official Board Delegate to the ASWB Fall Business meeting. The Administrator will also attend the meeting and go to the Administrator's Forum. No one else will attend the Fall meeting so there will be money available for additional people to attend the Spring Educational Meeting.
- October Mini-Planning Meeting Agenda/Process: Simone Brooks, Mark Troseth, and Toniya Villalobos informed the Administrator that they would need motel accommodations for Friday, October 12, 2007 while attending the Mini-Planning Meeting. The Administrator will

contact Sara Dehaan and Mark Oldham to see if they need rooms as well. Becky Rasmussen volunteered her house as a place for the Friday supper, either in a pot luck style or catered by some local restaurant.

- CSWA Request for Clarification on Client Contact Hours: Jon Langenwalter informed the Board that he and Becky Rasmussen had been invited to meet with several CSWAs working in the Oregon City area. The group has questions about what actually counts for Client Contact Hours in their Plan of Supervision. The Board requested that prior to traveling for such a meeting, the CSWAs provide the Board with several specific instances from their work where they have questions so that Ms. Rasmussen and the Administrator can adequately prepare for the discussion. The Board expressed hope that the questions of the CSWAs might be resolved through a conference phone call, or some other method rather than an in-person discussion.

10. BUDGET UPDATE - As of 8/13/07, the current amount in the Board account held in the State Treasury was \$158,185.

11. CORRESPONDENCE - None.

12. REVIEW AND DISCUSSION ON APPLICANT FILES

- Consent Agenda: Simone Brooks **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.)
- New Plans were approved for *18 Associates whose names are on the Consent Agenda (see attached).* (18)
- Plan Changes were approved for *13 people on the Consent Agenda (see attached).* (13)
- No Revised Plan were submitted to the Board this month. (0)
- Final Reviews were approved for *12 people on the Consent Agenda (see attached).* (12)
- LCSW Applications were approved for *12 people on the Consent Agenda (see attached).* (12)
- Special Review: None.

13. ADMINISTRATOR'S REPORT

14. ANNOUNCEMENTS AND ADJOURNMENT - The meeting adjourned at 2:45 p.m.

The next regularly scheduled Board meeting will be at 10:00 a.m. on Tuesday, September 11, 2007 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 day there will be a meeting of the Consumer Protection Committee (in Executive Session) in the Second Floor Conference Room. At 9:00 a.m. on the same date there will be a meeting of the Impaired Professional Committee (in Executive Session) in the Administrator's Office. At 6:30 p.m. on the previous evening, (Monday, September 10 2007) there will be a meeting of the Continuing Education Committee at Sancha Alley's home, 1793 Chukar Court, Salem, OR 97304.

**State Board of Clinical Social Workers
Consent Agenda
August 14, 2007**

NEW LCSW'S (12)

THERESA BURKE
MARY BETH BUSH
ELIZABETH CONDOS
DAVID LECHNYR
MARTHA HUTCHISON
TERI KAHAN
LAUREN MAC NEILL
DAVID MILES
RICHARD NOONAN
LISA PUGH
JANE WALVOORD
LAURIE WILMOT

NEW CSWA'S (18)

PATRICK FAGAN
JUSTIN FARRELL
ANGELIE GOMEZ
JESSICA HALL
AMBER HOLT
LISA KIRBY
LINDSAY LAUX
BRENT LOFSTEDT
LYNSEY LOMELI
M. GAIL LONG
KATHLEEN MURRAY
ATHENA PHILLIPS
NANCY QUIST
KEVIN SHAW
JENNIFER TAJON
MONA TREADWAY
ALLYSON WILEY
LAURA WILSON

FINALS (12)

ANDREA BIRCHMAN
CHRISTINA DREFS
CAROL DRAPER
CYNTHIA HOMBERG
KRISTINA HOUCK
KATHERINE KENT
M'LISSA MORGAN
MARIA NAZZARO
MARIANA PEOPLES
ANGELA PETRJANOS
ANTOINETTE TEIXEIRA
CATHERING ZIMMERMAN

PLAN CHANGES (13)

EMILY BENSON
SHARON CARTER
ELIZABETH CHENVEN
PATRICIA CORTEZ
BRIDGET GERAGHTY
GISELA GLASSMAN
DARIAN HARTMAN
JOSHUA HIETT
JOSEPH KLEMZ
KATHLEEN MC CABE
ERIN O'REILLY
LAUREN PATTERSON
REBECCA PELINSKI

REVISED PLAN (0)

All the people listed in the above categories have met the necessary requirements to be approved by the Board of Clinical Social Workers Consent Agenda.

Signature on Record
Board Administrator _____ Date