



**STATE of OREGON**  
**BOARD of LICENSED SOCIAL WORKERS**  
**Board Meeting &**  
**Board Planning Meeting**  
**Friday, October 18, 2019**  
**3218 Pringle Road SE, Salem, OR 97302**

Approved February 21, 2020

**Board Members Present:** Brenda Dennis,  
*Public Member, Chair*

Rachel Jensen, *LMSW, Vice Chair*  
Kathy Outland, *LCSW*  
John Fant, *Public Member*  
Mollie Janssen, *LCSW*

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

**Staff Members Present:** Randy Harnisch, *Executive Director*  
Kim Coleman, *Licensing Manager*  
Mindy Tucker, *Senior Compliance Specialist*  
Troy Clinton, *Investigator*  
Abe Dedek, *Investigator*

**Excused Absences:** Ebony Sloan Clarke, *LCSW*  
Stephanie Manriquez, *Public Member*

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**1. CALL TO ORDER:**

**Chair Dennis** called the Board Meeting to order at 9:21 a.m., and provided brief opening remarks.

**2. REVIEW OF AGENDA:**

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

- a) **Outland moved to approve and adopt the agenda as amended.**
- b) **Jensen seconded.**
- c) **Motion passed unanimously.**

**3. MINUTES:**

**Chair Dennis** asked if the Board members had an opportunity to review the minutes for the September 20, 2019 Board meeting:

- i. **Outland moved to approve the minutes for September 20, 2019 as amended.**
- ii. **Fant seconded.**
- iii. **Motion passed unanimously.**

**4. EXECUTIVE SESSION:**

**Chair Dennis** 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 9:30 a.m. **Chair Dennis moved the Board out of Executive Session at 11:37 a.m.**

**5. COMMITTEE REPORTS:**

**Fant** provided the Licensing and Examination Committee report, announcing that committee had reviewed and approved two previous hour requests for CSWA applicant **Bobbi Richbourg** and LCSW applicant **Liana Whiteley**, and two exam extension requests for CSWAs **Amanda Genus** and **Shawnetta Yahtin**. CSWA applicant **Holly Cone's** previous hours request was not approved.

**Coleman** provided the Continuing Education Committee report and advised that committee had approved one CE request from LCSW **Michele Neptune**.

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

**In the matter of case 2018-34:**

- i. **Jensen moved to dismiss the case due to no violation of rule or law.**
- ii. **Outland seconded.**
- iii. **Motion passed unanimously.**

**In the matter of case 2019-27:**

- i. **Jensen moved to dismiss the case due to no violation of rule or law.**
- ii. **Fant seconded.**
- iii. **Motion passed unanimously.**

**In the matter of case 2014-31:**

- i. **Jensen moved to close the case.**
- ii. **Janssen seconded.**
- iii. **Motion passed unanimously.**

**In the matter of case 2015-06:**

- i. **Jensen moved to close the case.**
- ii. **Outland seconded.**
- iii. **Motion passed unanimously.**

**In the matter of case 2014-33:**

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

**In the matter of case 2015-03:**

- i. **Jensen moved to close the case.**
- ii. **Janssen seconded.**
- iii. **Motion passed unanimously.**

**In the matter of case 2016-11:**

- i. **Jensen moved to close the case.**
- ii. **Outland seconded.**

- iii. **Motion passed unanimously.**

**In the matter of case 2015-39:**

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

**In the matter of case 2019-26:**

- i. **Jensen moved to dismiss the case due to no violation of rule or law.**
- ii. **Janssen seconded.**
- iii. **Motion passed unanimously.**

**In the matter of case 2018-25:**

- i. **Jensen moved to close the case.**
- ii. **Outland seconded.**
- iii. **Motion passed unanimously.**

**In the matter of cases 2017-30 and 2019-28:**

- i. **Jensen moved to approve and adopt the Stipulated Final Order as presented.**
- ii. **Fant seconded.**
- iii. **Motion passed unanimously.**

**6. SPECIAL REVIEWS**

[No special reviews]

**7. EXECUTIVE DIRECTOR'S REPORT:**

**Harnisch** provided a technology update. Board staff continue to have conference calls with Thentia's programmers to review licensing processes. Harnisch hopes to have the new licensing system go live with renewals and applications by the end of the year.

**Harnisch** provided a 2019-21 budget update. The Board was recently assigned a new DAS accountant, there is no updated report from them at this time.

**Harnisch** provided a personnel update. He has been working with DAS HR to create a limited duration position for the Board's temporary investigator. The limited duration position has been approved for six months. At the end of the six months, the position can be extended. If needed, Harnisch will request additional expenditure authority from the Emergency Board.

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

- i. **Jensen moved to approve the Consent Agenda as presented.**
- ii. **Outland seconded.**
- iii. **Motion passed unanimously.**

**9. PUBLIC COMMENT:**

[No public comment]

**10. OLD BUSINESS:**

[No old business]

**11. NEW BUSINESS:**

**Harnisch** informed Board members that the legislature passed two bills. House Bill 3030 created a process for a professional licensing board to issue nonrenewable temporary authorization to spouses of members of Armed Forces of United States stationed in Oregon, if they hold eligible out-of-state authorization to provide occupational or professional services. Senate Bill 688 amended House Bill 3030 by changing it from being optional to mandatory and to include domestic partners. The Board will need to adopt administrative rules to create the process to issue this temporary license. **Martin** advised that members discuss how long the license would be good for, if the licensee would be subject to continuing education, and the definition of good standing.

- i. **Jensen moved to delegate the authority to Harnisch to finalize and file a temporary rule in compliance with the requirements of House Bill 3030 and Senate Bill 688 2019.**
- ii. **Outland seconded.**
- iii. **Motion passed unanimously.**

**12. CORRESPONDENCE:**

[No correspondence]

**13. ANNOUNCEMENTS & ADJOURNMENT:**

**Chair Dennis** announced she and **Outland** would be attending the upcoming ASWB Delegate Assembly in Orlando, Florida. **Dennis** will be attending as the Board's Delegate, **Outland** will be attending as the Board's alternate Delegate, as well as representing ASWB's Bylaws Committee.

**Harnisch** reminded Board members that they would be completing DAS mandatory trainings after the Board meeting adjourns.

**Chair Dennis** adjourned the Board meeting at 12:12 p.m.

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## Board Planning Meeting

**1. CALL TO ORDER:**

**Chair Dennis** called the Board planning meeting to order at 2:15 p.m., and provided brief opening remarks.

**2. OREGON ADMINISTRATIVE RULE PROCESS AND DRAFT RULE REVIEW:**

**Harnisch** provided an overview of the Oregon Administrative Rule process. Board members reviewed the Board's rules, to include divisions 1, 5, 10, 15, 20, and 25.

**3. SPECIAL TOPICS:**

a) **CUSTODIAN OF RECORD:**

**Harnisch** reviewed correspondence received by the Board which requested a definition of an "appropriately qualified records management company." Currently the Board's rules do

not define that. Harnisch pointed out that the Board would not have a way to enforce Board rules with a records management company.

**b) LICENSEE RECORD “EXPUNGEMENT” PROCESS:**

**Harnisch** reviewed correspondence received by the Board in which a CSWA inquired on the ability to remove a supervision evaluation from their licensing file. Harnisch will confirm with the Board’s legal counsel on the confidentiality of supervision evaluations.

**4. CULTURAL COMPETENCY – BASIC RIGHTS OREGON TRAINING:**

**Harnisch** discussed inviting Basic Rights Oregon to provide a training for Board members and staff in April.

**Chair Dennis** provided a tip sheet from Trauma Informed Oregon on Decentering Whiteness and Creating Inclusive and Equitable Conferences.

**5. BLSW VISION/MISSION STATEMENT:**

**Chair Dennis** announced the BLSW vision/mission statement would be discussed at the next Board planning meeting. **Outland** suggested discussing it at the next Board meeting.

**6. ADJOURNMENT:**

**Chair Dennis** reminded Board members that the next Board meeting has moved up from January 17<sup>th</sup> to January 10<sup>th</sup> 2020.

**Chair Dennis** adjourned the Board planning meeting at 4:33 p.m.

Respectfully submitted,



Kim Coleman  
Licensing Manager