

West Virginia Board of Social Work



BIENNIAL REPORT FY 2018

July 1, 2016-June 30, 2018

The purpose of the Board of Social Work is to protect the public by setting standards of qualification, education, training and experience for those who seek to engage in the practice of social work and to promote high standards of professional performance for those engaged in the profession of social work.

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WEST VIRGINIA BOARD OF SOCIAL WORK

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www.wvsocialworkboard.org



Board Members

Rita M. Brown, LSW
Chair
Kanawha

Patricia O'Reilly, Ph.D.
Vice Chair
Public Member– Kanawha

Lucy C. Eates, LSW
Secretary
Marion

JoDee Gottlieb, LCSW
Cabell

Barbara K. Heasley, LICSW
Randolph

Christine Maniskas, LCSW
Cabell

Office Staff

Vickie James, LCSW
Executive Director

December 27, 2018

The Honorable Jim Justice
Governor, State of West Virginia
State Capitol Building
1900 Kanawha Boulevard, East
Charleston, WV 25305

Dear Governor Justice:

On behalf of the West Virginia Board of Social Work, we are pleased to provide you with our Biennial Report for FY2017 and 2018. This report is hereby submitted in compliance with mandates of the statutory requirements of W.Va. Code §30-1-12(b).

The Board of Social Work Examiners (BSWE) was created in 1984; the name was changed to the Board of Social Work in On July 1, 2011. Its mandate is stated in §30-30 of the West Virginia Code. At that time the Board was created, the Legislature found that *the purpose of this Board is to protect the public by setting standards of qualification, education, training and experience for those who seek to engage in the practice of social work and to promote high standards of professional performance for those engaged in the profession of social work.*

The enclosed report reflects the activities of the Board for the past two fiscal years including minutes and an overview of Board activities, license activity, financial receipts and disbursements, disciplinary actions of the Board, the number of licensed social workers by county as of June 30, 2018, and a roster, for the period of July 1 2016 to June 30, 2018 of all individuals issued a regular license or practice with a Provisional License (which provides an alternative pathway to the profession for those without a degree in social work).

Please do not hesitate to contact us if there should be any questions about the content of the report.

Sincerely

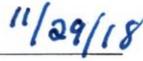
Vickie James, ACSW, LCSW
Executive Director

/vj

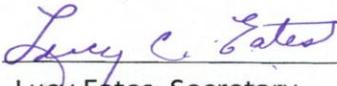
I do hereby certify the information contained within the following 2017-2018 Biennial Report of the West Virginia Board of Social Work is true and correct to the best of my knowledge.



Rita Brown, Board Chair



Date



Lucy Eates, Secretary

Date

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AGENDA August 7, 2017 WV Board of Social Work Offices

Board Members

Rita M. Brown, LSW
Chair
Kanawha

Patricia O'Reilly, Ph.D.
Vice Chair
Public Member– Kanawha

Lucy C. Eates, LSW
Secretary
Marion

JoDee Gottlieb, LCSW
Cabell

Barbara K. Heasley, LICSW
Randolph

Christine Maniskas, LCSW
Cabell

Office Staff

Vickie James, LCSW
Executive Director

Katie Chambers
Administrative Assistant

Jada Thompson
Administrative Assistant

- I. Call to Order
- II. Meeting Minutes (Review and Approval) *
- III. Disciplinary Committee Report (this may warrant Executive Session)
 - Update on Hearing re: M Shor-Kate Campbell
- IV. Personnel Update (this will warrant Executive Session)
 - Update on Administrative Assistant Position -status of probationary extension and decision to continue employment or dismiss-JT*
- V. Financial Reports
 - Monthly Line Item Report
 - P-Card Reviews *
 - Contract change for Remote Mgt./Monitoring
- VI. Executive Director Update
 1. Licensing summary
 2. Office Operations/updates
- VII. Provisional License Application Requests -2*
- VIII. Employer Applications-* 2
 - Chestnut Ridge Hospital
 - Riverpark Hospital
- IX. Other License Requests – 3*
- X. Continuing Education Committee*
Recommended recertification for KVC Behavioral Health, WVU Hospital, National Youth Advocate Program, Hospice of the Panhandle, KEPRO, Burlington United Methodist Family Services

** require Board approval*

WV Board of Social Work

Board Meeting Minutes

August 7, 2017

WV Board of Social Work

Attendance: Rita Brown (Chair), Jody Gottlieb, Patricia O'Reilly, Chris Maniskas, Barbara Heasley, Vickie James, Kate Campbell

Call to Order-Patricia O'Reilly

Minutes:

It was M/S/P (Heasley/Maniskas/all in favor) to approve the June 22 minutes as distributed.

Disciplinary Committee:

Kate Campbell gave an update on the disciplinary hearing in progress.

Personnel Update: It was M/S/P (O'Reilly/Heasley/all in favor) to go into Executive Session to discuss the status and continued employment of the Administrative Assistant, JT. Following discussion, it was M/S/P (O'Reilly/Heasley/all in favor) to adjourn from Executive session.

It was M/S/P (Maniskas/O'Reilly/all in favor) to terminate the employment of JT.

Financial Reports/Purchasing Card:

Members were referred to the Monthly Revenue and Expenditure report; this covers the period through June 30, 2017 - the end of the past fiscal year. Vickie reported that year to date revenue was \$230, 276 while year to date expenditures were \$192,658.38. Members were reminded that this past January is the largest number of renewals, which is reflected in the revenue.

Members were also referred to the P Card Log sheets for June 3, 2017 through June 30, 2017 for expenditures totaling \$1747.79. P Card reconciliations and receipts were available for review and Board signature. It was M/S/P (O'Reilly/Heasley/all in favor) to accept the P Card statement and receipts as presented.

Executive Director Update

The report was deferred to time constraints. Vickie reported that the Budget is due September 1, 2017 but the State Budget Office has directed that are no increases allowed.

Provisional Application Requests

Four individuals were presented. It was M/S/P (O'Reilly/Gottlieb/all in favor) to approve AW, ACW (contingent upon completion of the MSW program) and LP for Provisional Licenses; and to deny JT based on degree major. Vickie will send letters and/or follow up with applicants.

Employer Applications

Two applications were presented and considered:

- 1) River Park Hospital for the position of Social Worker
- 2) Chestnut Ridge Hospital for the position of Lead Clinician of the Act Program.

It was M/S/P (Gottlieb/O'Reilly/all in favor) to approve the application for River Park Hospital but deny the application for Chestnut Ridge Hospital as the job responsibilities for the position exceeds the scope of practice for a Provisional License.

Other License Requests

Four individuals were presented: DS is requested licensure at the LICSW level and has practiced/been licensed at the clinical level in other states but only tested at the Advanced Generalist level as the clinical exam was not available at the time he was licensed 20 plus years ago; JN is requesting another permit, and missed passing the exam by 3 questions; CC is requesting the ability to convert his license if he passes the exam by August 25, noting he failed to test prior to his expiration by June 25, and DC who is requesting another permit but who did not test in the last prescribed permit period and who did not test when she was authorized to test without a permit. It was M/S/P (O'Reilly/Heasley/all in favor) to approve the requests of DS, JN and approve CC for test authorization but clarify whether his position requires a license, and if so, direct him to cease practice in the interim; the request of DC was denied. Vickie will follow up with notifying the applicants.

Continuing Education Committee

The Continuing Education Committee reviewed the applications and recommended recertification of the following continuing education providers: KVC Behavioral Health, WVU Hospital, National Youth Advocate Program, Hospice of the Panhandle, KEPRO, and Burlington United Methodist Family Services. It was M/S/P (Gottlieb/O'Reilly/all in favor) to accept the Committee's recommendation.

Next meeting date: September 22, at 10 am at the Board offices.

Meeting Adjourned: It was M/S/P (O'Reilly/Maniskas/all in favor) to adjourn.

Respectfully Submitted,
Vickie James, Executive Director

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AGENDA September 22, 2017 WV Board of Social Work Offices

Board Members

Rita M. Brown, LSW
Chair
Kanawha

Patricia O'Reilly, Ph.D.
Vice Chair
Public Member– Kanawha

Lucy C. Eates, LSW
Secretary
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JoDee Gottlieb, LCSW
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Barbara K. Heasley, LICSW
Randolph

Christine Maniskas, LCSW
Cabell

Office Staff

Vickie James, LCSW
Executive Director

Katie Chambers
Administrative Assistant

- XI. Call to Order
- XII. Meeting Minutes (Review and Approval) *
- XIII. Disciplinary Committee Report (this will warrant Executive Session)
 - Case # 20179 (Original Complaint received 5/11/2017; 18 months 11/11/2018)
 - Investigative Protocol*
- XIV. Personnel Update (this will warrant Executive Session)
 - Update on Grievance Filed by JT/Hearing
 - Resignation of KC
 - Reinstatement of JS/Salary Adjustment*
- XV. Financial Reports
 - Monthly Line Item Report
 - P-Card Reviews *
 - Budget*
- XVI. Executive Director Update
 3. PERD Review -October 3, 2017
 4. Office Coverage
 5. Furniture -Correctional Industries*
 - Conference Table/Chairs
 - Desk/Credenza and Book Case
- XVII. Other License Requests – 5*
- XVIII. Continuing Education Committee*
 - *Recommended recertification for Genesis Youth Center, Kanawha Pastoral Counseling*
 - Revised Policies and Procedures
- XIX. Adjournment

** require Board approval*

WV Board of Social Work
Board Meeting Minutes

September 22, 2017
WV Board of Social Work

Attendance: Rita Brown (Chair), Jody Gottlieb, Patricia O'Reilly, Chris Maniskas, Lucy Eates, Barbara Heasley, Vickie James,

Call to Order-Patricia O'Reilly

Minutes:

It was M/S/P (Gottlieb/O'Reilly/all in favor) to approve the August 7 minutes as distributed.

Disciplinary Committee:

It was M/S/P (O'Reilly/Gottlieb/all in favor) to do into Executive Session to receive the report and discuss Case #20179. Following discussion, it was M/S/P (Eates/O' Reilly/all in favor) to adjourn from Executive Session. It was M/S/P (Gottlieb/O'Reilly/all in favor) to refer the complaint to investigation pending availability of an investigator and in the interim to utilize the subpoena powers of the Board to obtain the report from DJS.

Vickie referred members to the Investigative Protocol in their packets; the last revision date was 2014. Discussion ensued on any changes the Board wished to make to the protocol. Recommendations included changes to clarify the procedure for determining if a complaint is accepted or refused, specifying the time frame for investigations and requiring a monthly update until completion, providing regular updates to the Board to ensure time frames are met. There was also discussion on whether the Board should accept anonymous complaints as the Board's AG noted that some Boards do not. There was not a consensus on adding this to the protocol and it was suggested that Vickie follow up with other Boards to see how they address it.

Personnel Update: It was M/S/P (Gottlieb/O'Reilly/all in favor) to go into Executive Session to discuss the Grievance filed by the former Administrative Assistant, JT. It was M/S/P (Heasley/O'Reilly/all in favor) to adjourn from Executive session.

Vickie reported that Katie Chambers submitted her resignation to the Board at the first of the month as she obtained a position with Genesis HealthCare; today is her last day but she has offered to work a couple evenings a week during the transition. Coincidentally, Jasmine Stavrakis had requested to return to the Board as a temporary employee work for three or more days a week and she began this week. Vickie recommended her hourly rate be increased to \$13.50 and it was M/S/P (O'Reilly/Heasley/all in favor) to approve the salary adjustment.

Financial Reports/Purchasing Card:

Members were referred to the Monthly Revenue and Expenditure report; this covers the period through the end of August and as of September 20, 2017.

Members were also referred to the P Card Log sheets for August 7, 2017 through August 24, 2017 for expenditures totaling \$576.67 P Card reconciliations and receipts were available for review and Board signature. It was M/S/P (O'Reilly/Gottlieb/all in favor) to accept the P Card statement and receipts as presented.

Vickie also noted that the Board had not voted on the Budget although it was previously discussed in the May 22 meeting. Members were referred to the copy in their packets and it was M/S/P (Gottlieb/O'Reilly/all in favor) to approve.

Executive Director Update

PERD Review: The Board has been notified that the Performance Review will begin October 3 with an entrance interview. Vickie discussed the items that have been requested to present at that time and addressed questions from the members.

Office Coverage: Vickie will need to use approximately 8-9 days of annual leave by the end of the year in order to avoid losing them. Jasmine may be able to cover some of this time, but there may be odd days where the office will be closed for a day. She will note it on the web page, and on the phone message, as well as let the Board know when that occurs.

Furniture-Correctional Industries: In follow up to a presentation at the Purchasing Conference, Vickie went to Correctional Industries to obtain quotation on a conference table and chairs. They came earlier in the week to measure and discuss needs. While the Board may possibly be able to obtain chairs cheaper, Correctional Industries assembles them on delivery and will repair their products later if needed. Members were referred to the quote distributed for a conference table, 7 chairs and 2 guest chairs totaling \$3,197 (which is higher than what was originally approved). Additionally, while the Board had previously approved new office furniture for Vickie, members were referred to a quote for \$2331.52 for a desk and lateral file with bookcase, which will match the conference table. Delivery usually takes about 3 weeks but this may be a bit longer as they are obtaining a pecan laminate not usually in stock. It was M/S/P (O'Reilly/Heasley/all in favor) to approve the two quotations and for Vickie to make the order.

Other License Requests

Six individuals were presented: 1) MK began clinical supervision in March but did not submit a contract until late August; she is requesting hours prior to approval be counted as she was unaware that the contract had to be prior approved 2) PH is requesting a 6th permit; she had previously tested with accommodations and was within 3 questions; she took a break but has since found a position 3) TB is an employee of DHHR, was due to convert last September 2016 and failing to do so, his license expired. It recently came to our attention he is still working He has been demoted until the issue is resolved and he is requesting a Restricted Provisional License 4) MM has experienced multiple health and family issues within past year and is requesting permission to take more than 10 hours online 5) DK is applying for LICSW from another state and self reporting drug and arrest history; has been sober for 8 years and has successfully completed probationary/monitoring requirements of Pennsylvania 6) VC is on leave for medical reasons and will need expiration date of Provisional license extended upon her return.

It was M/S/P (O'Reilly/Maniskas/all in favor) to deny the request of MK, to approve PH for a 7th permit with accommodations, to approve TB for a Restricted Provisional only after a Corrective Action Plan is developed with assurances his license will be more closely monitored by DHHR, to permit MM leeway in using additional online courses, to grant the license for DK and to extend the expiration of VC upon her return to work.

Continuing Education Committee

The Continuing Education Committee reviewed the applications and recommended recertification of the following continuing education providers: Genesis Youth Center, and Kanawha Pastoral Counseling. It was M/S/P (Gottlieb/O'Reilly/all in favor) to accept the Committee's recommendation.

Members were referred to revised Policies and Procedures in their handouts for Continuing Education. These were revised to reflect changes as a result of the continuing education rules promulgated the past session; input from the Continuing Education Committee was also solicited. An additional document was included that is part of the requested information for the PERD, and was shared for informational purposes. It was M/S/P (O'Reilly/Maniskas/all in favor) to approve the revised Policies and Procedures.

Next meeting date: October 26, 2017 at 1:30 pm. at the Board offices.

Meeting Adjourned: It was M/S/P (O'Reilly/Maniskas/all in favor) to adjourn.

Respectfully Submitted,
Vickie James, Executive Director

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Christine Maniskas, LCSW

Cabell

Office Staff

Vickie James, LCSW

Executive Director

AGENDA

October 26, 2017

WV Board of Social Work Office

- XX. Call to Order
- XXI. Meeting Minutes (Review and Approval) *
- XXII. Personnel Update (this may warrant Executive Session)
 - Update on Grievance Filed by JT/Hearing
- XXIII. Financial Reports
 - Monthly Line Item Report
 - P-Card Reviews *
- XXIV. Executive Director Update
 1. PERD Review
 2. Revised Code of Ethics
 3. VA Request for Naloxone Consideration
 4. Auditor's Conference
 5. Office Operations Update
- XXV. Provisional License Application Requests -4*
- XXVI. Employer Applications*
 - Prime Care Medical
- XXVII. Other License Requests – 1*
- XXVIII. Continuing Education Committee*
 - *Recommend recertification for WV Child Advocacy Network, Central WV Aging and WV Counseling Association*
- XXIX. Adjournment

** require Board approval*

WV Board of Social Work

Board Meeting Minutes

October 26, 2017

WV Board of Social Work

Attendance: Rita Brown (Chair), Jody Gottlieb, Patricia O'Reilly, Chris Maniskas, Lucy Eates, Barbara Heasley, Vickie James,

Call to Order-Patricia O'Reilly

Minutes:

It was M/S/P (Gottlieb/Maniskas/all in favor) to approve the September 22 minutes as distributed.

Personnel Update: It was M/S/P (Gottlieb/O'Reilly/all in favor) to go into Executive Session to discuss the Grievance filed by the former Administrative Assistant, JT. It was M/S/P (Heasley/Gottlieb/all in favor) to adjourn from Executive session.

Financial Reports/Purchasing Card:

Members were referred to the Monthly Revenue and Expenditure reports in their packets; one covers the period from July 1 to September 30, 2017, and the other is more current - through to October 25, 2017, and which is reflective of legal fees incurred as a result of the disciplinary and grievance hearings.

Members were also referred to the P Card Log sheets for September 6, 2017 through September 28, 2017 for expenditures totaling \$1646.55. P Card reconciliations and receipts were available for review and Board signature. It was M/S/P (O'Reilly/Heasley/all in favor) to accept the P Card statement and receipts as presented.

Executive Director Update

PERD Review: The Board has been notified that the Performance Review will begin October 3 with an entrance interview. Vickie discussed the items that have been requested to present at that time and addressed questions from the members.

Revised Code of Ethics: The Board's Rules will need to be refiled this spring as the Code is dated for the existing Code and cannot incorporate the revised rules without it. Rita noted that his section is similar to the technology section referenced in ASWB and will send this to members.

VA Request for Naloxone Consideration-Veteran's Affairs in Martinsburg has requested the Board respond to a request to incorporate the distribution and administration of Naloxone within LICSWs scope of practice who work for the VA. They would like this request in writing. There was considerable discussion on this topic and Jo Dee Gottlieb will follow up further.

Auditor's Conference-The Chapter 30 Board Licensing Seminar is scheduled for November 29 and members were referred to the agenda in their packets. Jo Dee Gottlieb, Lucy Eates and Patricia O'Reilly volunteered to attend.

Office Coverage: Jasmine is working 2-3 days a week and Katie is continuing to come in 1-2 evenings a week. Vickie noted concern that approximately 500 renewals will need to be

processed over the next two months, along with permit applications from December graduates. It is hoped that the Board will be able to advertise the Administrative Assistant Position by the first of January. Discussion ensued on the qualifications for the position; preference is for an individual with a BSW but the position description should be reviewed and updated to accommodate. Vickie will send the description to the members for review. Pat and Rita are on the Personnel Committee and will work with interviewing candidates and refining the job description.

Provisional License Requests

Four applications were presented to the Board for review and consideration. Following consideration of the applications, it was M/S/P (O'Reilly/Gottlieb/all in favor) to approve CFW and AF for eligibility contingent upon ongoing enrollment in their respective MSW programs and deny eligibility to the following applicants based on degree major-JS and SA. Vickie will follow up with letters to all applicants.

Employer Application

- Prime Care Medical -Mental Health Clinician

Following discussion, it was M/S/P (O'Reilly/Heasley/all in favor) to deny this application as the job responsibilities of the position exceed the scope of practice for a Provisional License. Vickie will send the letter to the agency notifying them of the Board's decision.

Other License Requests

KK has been disabled for the past year and has made application for Inactive Status; she requests that the fee for this status be waived. It was M/S/P (O'Reilly/Gottlieb/all in favor) to grant this request.

Continuing Education Committee

The Continuing Education Committee reviewed the applications and recommended recertification of the following continuing education providers: WV Child Advocacy Network, Central WV Aging, and WV Counseling Association. It was M/S/P (O'Reilly/Heasley/all in favor) to accept the Committee's recommendation.

Next meeting date: December 8, 2017 at 10:00 pm. at the Board offices.

Meeting Adjourned: It was M/S/P (Maniskas/Gottlieb/all in favor) to adjourn.

Respectfully Submitted,
Vickie James, Executive Director

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AGENDA

December 8, 2017

WV Board of Social Work Offices

Board Members

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Chair
Kanawha

Patricia O'Reilly, Ph.D.
Vice Chair
Public Member– Kanawha

Lucy C. Eates, LSW
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Barbara K. Heasley, LICSW
Randolph

Christine Maniskas, LCSW
Cabell

Office Staff

Vickie James, LCSW
Executive Director

- I. Call to Order
- II. Meeting Minutes (Review and Approval) *
 - Amend Minutes for September 22, 2017 Meeting *
- III. Financial Reports
 - Monthly Line Item Report
 - P-Card Reviews *
- IV. Executive Director Update
 1. PERD Review
 2. DHHR Reorg Bill and Chapter 30 Boards
 3. Revised Code of Ethics
 4. VA Request for Naloxone Consideration
 5. Prosecuting Attorney Complaint Referral
 6. Auditor's Conference Update
 7. Office Operations Update
- V. Provisional License Requests-2
- VI. Other Requests-5*
- VII. Provisional Licensure Restricted to DHHR-Policy Consideration for MSW students*
- VIII. Continuing Education Committee*
 - *Recommended recertification for Bureau of Behavioral Health*
 - Martha Minter, Provider Recertification Deficits
- IX. Investigator Candidate *
- X. Adjournment

* require Board approval

WV Board of Social Work
Board Meeting Minutes

December 8, 2017

WV Board of Social Work

Attendance: Rita Brown (Chair), Jody Gottlieb, Patricia O'Reilly, Barbara Heasley, Vickie James; Guests: Janie Howsare, Martha Minter

Call to Order-Rita Brown

Minutes:

It was M/S/P (Gottlieb/Heasley/all in favor) to approve the October 26 minutes as distributed.

Vickie also requested that the members acquiesce in revising the September 22 minutes as 3 licensing requests that the Board acted on were inadvertently left out from the minutes. Members were referred to a copy of the amended minutes, and specifically the bottom of page 2 in their packets and it was M/S/P (O'Reilly/Gottlieb/all in favor) to amend the minutes as distributed.

Financial Reports/Purchasing Card:

Members were referred to the Monthly Revenue and Expenditure report in their packets covering the period from July 1 to November 30, 2017. The report reflects revenues of \$94,758 and expenditures of \$92,855.57

Members were also referred to the P Card Log sheets for October 6 through November 1 for expenditures totaling \$1086.60. Unreconciled transactions for the period of December were also available for review for the period of November 3 to November 30 with expenditures totaling \$889.96. P Card reconciliations and receipts were available for review and Board signature. It was M/S/P (Heasley/Gottlieb/all in favor) to accept the P Card statement and receipts as presented.

Executive Director Update

PERD Review: Vickie updated members of the status of the PERD review. It is unlikely that the audit will be completed by the end of the month and presented to the Legislature in January.

DHHR Reorg Bill and Chapter 30 Boards: Members were referred to copies of a slide presentation, abstract and article concerning draft legislation presented to the Legislative Oversight Committee on Health and Human Resources Accountability on December 4, 2017. The proposed legislation is massive, almost 500 pages and divides the Department into 4 agencies. It also places Chapter 30 Health Licensing Boards under a new agency the Office of Health Compliance but notes that the Boards will remain autonomous. Vickie noted that many other states are organized in similar fashion. However, the Board of Social Work is not currently included in those Chapter 30 Boards although the Board of Counseling and the Board of Psychologists are. Following discussion, it was agreed that Vickie should follow up with the attorney who made the presentation about including the Board of Social Work in the list of health profession boards.

Revised Code of Ethics: Vickie noted that the Board will need to file rules incorporating the revised Code no later than June 27. The rule change should be fairly simple by incorporating the date change into the rules, although accompanying documentation and notice will need to specifically address the changes in the Code.

Discussion ensued on other potential areas for rule revision: LICSW supervision, specifically in areas of training requirement for supervisors, telehealth and security/HIPPA issues. Members also discussed how to incorporate changes to restricted licensure as discussed last spring with DHHR-specifically in areas of training reduction, and what conversion might look like at the end of 4 years including changes to the current test requirement.

Janie and Barb volunteered to follow up on LICSW supervision training. Rita suggested a meeting be set up in January with Secretary Crouch and Acting Commissioner Watts to discuss issues and possible changes to restricted provisional licensure.

VA Request for Naloxone Consideration-Jo Dee noted that she had not had the opportunity to follow up on this topic but would try to do so by the next meeting. The need to Board at this point does not see a need to incorporate the distribution and administration of Naloxone within LICSWs scope of practice as access to this drug is readily available to the general public.

Prosecuting Attorney Complaint Referral: Vickie advised members that a complaint will be referred to the Braxton county Prosecuting Attorney's office as a former provisional licensee claimed to have a regular license when she had failed to convert her license. She did not comply with the course requirement nor did she test. She presented a fake license to a potential employer who in turn called for verification as her name was not on the Board's web page.

Auditor's Conference-The Chapter 30 Board Licensing Seminar was held on November 29. Jo Dee Gottlieb, Lucy Eates and Patricia O'Reilly updated members on some of the topics addressed.

Office Coverage: There are a couple hundred or so renewals still out for January 1, 2018 so time for processing based on current staffing continues to be a concern. The Administrative Assistant position is still open pending the decision from the Grievance Board.

Provisional License Requests

Two applications were presented to the Board for review and consideration. Following consideration of the applications, it was M/S/P (Gottlieb/Heasley/all in favor) to approve ME's eligibility contingent upon ongoing enrollment in the MSW programs and deny eligibility to JS based on degree major (Communication). Vickie will follow up with letters to all applicants.

Other License Requests

Five cases were presented: 1) DG who requested her expiration be extended as she was on family medical leave for 3 months, 2) DE is requesting licensure in WV but never tested as she was grandfathered in OH and practicing for past 20 plus years 3) ML who self-reported a misdemeanor for his previous renewal period two years ago, as he had just recently learned that talking on a cell phone was a misdemeanor 4) RC 5) GS who is requesting consideration for the hours accrued in New Mexico toward her clinical licensure. Her supervisor, Janie Howsare feels confident in supporting this recommendation; Vickie noted

that at the time these hours in supervision were all telephonic and before she was in WV under supervision. Now that it is complete, counting these hours will not exceed the 30% specified in rule. It was M/S/P (O'Reilly/Gottlieb/all in favor to approve these requests.

Provisional Licensure Restricted to DHHR-Policy Consideration for MSW Students: A request has been made by an individual currently working under restricted licensure to apply for a provisional license upon her renewal. She is in the MSW program and is meeting the course requirements but finds it difficult to also meet the training requirements of the restricted license. Vickie suggested that this not be a request but a change in policy/practice as two other individuals had requested that change within the past year but denied by Board staff so the same consideration should be made for them. It was M/S/P (Gottlieb/Heasley/all in favor) to approve these and future requests for individuals in MSW programs.

Continuing Education Committee

The Continuing Education Committee reviewed the applications and recommended recertification of the following continuing education providers: Bureau for Behavioral Health Facilities. It was M/S/P (Gottlieb/Heasley/all in favor) to accept the Committee's recommendation.

Martha Minter requested direction from the Board on next step if an approved provider does not provide the required training or meet the expectations within the two-year recertification period. Following discussion, it was agreed that the provider should develop a corrective action plan to address deficits and that continuing education activities should not be approved until the plan is submitted.

Investigator Candidate: Members were referred to a resume' and reference for a potential investigator for follow up on Disciplinary matters. Unlike previous investigators utilized by the Board's history, she does not have a degree in social work but worked as an investigator for 16 years. This was a issue noted at the Licensing seminar. It was agreed that Vickie should follow up on interviewing this individual prior to the next Board meeting.

Other Business: Patricia distributed and discussed a handout outlining the highlights of the ASWB Annual Meeting in Atlanta. Topics included telehealth, reciprocity and service delivery, technology, mobility task force, Board information dissemination, board consolidation in other states such as California and Wyoming, and strategic planning.

Next meeting date: January 19, 2018 at 10:00 pm. at the Board offices.

Meeting Adjourned: It was M/S/P (Heasley/Gottlieb/all in favor) to adjourn.

Respectfully Submitted,
Vickie James, Executive Director

WEST VIRGINIA BOARD OF SOCIAL WORK

P.O. Box 5459 Charleston, WV 25361 Phone: (304) 558-8816 Fax: (304) 558-4189
www.wvsocialworkboard.org



AGENDA

January 19, 2018

WV Board of Social Work Offices

Board Members

Rita M. Brown, LSW
Chair
Kanawha

Patricia O'Reilly, Ph.D.
Vice Chair
Public Member– Kanawha

Lucy C. Eates, LSW
Secretary
Marion

JoDee Gottlieb, LCSW
Cabell

Barbara K. Heasley, LICSW
Randolph

Christine Maniskas, LCSW
Cabell

Office Staff

Vickie James, LCSW
Executive Director

- I. Call to Order
- II. Meeting Minutes (Review and Approval) *
- III. Disciplinary Committee
 - Change in Attorney General
 - Investigator Candidate *
 - Committee Recommendations *
 - 201616 (Received 9/12/2016; 18 months: 3/12/2018)
 - 2017JD (Received 10/19/2017; 18 months: 4/19/2019)
 - 201718TW (Received 10/23/2017; 18 months: 4/23/2019)
 - 201715ED (Received 10/18/2017; 18 months 4/18/2019)
- IV. Financial Reports
 - Monthly Line Item Report
 - P-Card Reviews *
- V. Executive Director Update
 1. PERD Review
 2. Annual Report
 3. VA Request for Naloxone Consideration
 4. Office Operations Update
 5. Provisional Licenses/DHHR
 6. Legislative Update including:
 - Governor's Executive Order
 - DHHR/CPS Proposal
 - DHHR Reorg Bill and Chapter 30 Boards
 - SB 313
 - Funeral Board/Secretary of State
- VI. LICSW /Research of Other States-Janie Howsare
- VII. Provisional 1*
- VIII. Other Requests-4*
- IX. Continuing Education Committee*
 - *Recommend Certification for Highland Hospital*
- X. Adjournment

WV Board of Social Work
Board Meeting Minutes

January 19, 2018
WV Board of Social Work

Attendance: Jody Gottlieb, Patricia O'Reilly, Barbara Heasley, Lucy Eates, Chris Maniskas, Vickie James; Guests: Janie Howsare

Call to Order-Patricia O'Reilly

Minutes:

It was M/S/P (Heasley/Eates/all in favor) to approve the December minutes as distributed.

Disciplinary Committee

Vickie reported that the Board's counsel, Kate Campbell is taking another job within the Attorney General's office; the Board's new counsel will be Michael Bevers, who will be assuming his new role within the next week. It was recommended that he be invited to the next meeting of the Board.

In follow up to the last meeting, Vickie interviewed the investigator candidate and discussed her qualifications and credentials, including her prior history with the Human Rights Commission. It was M/S/P (Heasley/Gottlieb/all in favor) to retain Tausha Rucker for the purpose of investigating disciplinary matters at a rate of \$50 an hour.

It was M/S/P (Gottlieb/Maniskas/all in favor) to go into Executive Session to discuss the status of disciplinary cases as set forth on the agenda. Following discussion, it was M/S/P (Gottlieb/Maniskas) to exit Executive Session.

It was M/S/P (Maniskas/Gottlieb/all in favor with Eates and Heasley recusing) to accept the recommendations of the Disciplinary Committee:

- 1) 201616 The Board finds probable cause that Jennifer Farmer violated the NASW Code of Ethics in claiming visits were made when they were not. The Board recommends one-year suspension, 12 hours of training in ethics and probation following suspension that will include supervision from a MSW level practitioner. Vickie will follow up with Mr. Bevers in the drafting of a statement of charges and consent.
- 2) Cases 2017JD and 2107TW will be assigned for investigation

The Board could not act on the case of 201715ED as a voting majority could not be established due to three recusals.

Financial Reports/Purchasing Card:

Members were referred to the Monthly Revenue and Expenditure report in their packets covering the period from July 1 to January 18, 2018. The report reflects revenues of \$130,878 and expenditures of \$113,369.71

Members were also referred to the P Card Log sheets for the period of November 3 to November 30 with expenditures totaling \$889.95 and for the period of December 7 to December 29, 2017 for expenditures totaling \$278.49. P Card reconciliations and receipts were available for review and Board signature. It was M/S/P (Maniskas/Eates/all in favor) to accept the P Card statement and receipts as presented.

Executive Director Update

PERD Review: There have been a few additional requests for information related to disciplinary cases; it is unknown when the draft report will be available.

Annual Report: The Biennial Report was filed as required by the deadline on December 31, 2017. Vickie will email members a copy of the final report as she neglected to do so earlier.

VA Request for Naloxone Consideration: The Board deferred this item as Jo Dee Gottlieb left the meeting due to illness.

Office Operations Update: Members were introduced to Kevin Nichols, a West Virginia State University student who is completing his field placement with the Board.

January 1 renewals were substantially later than in previous years as about 150 individuals had not renewed by the third week in December. This becomes more complicated for the office as individuals then call checking on the status of their renewal putting additional distractions on the 2 staff in the office. Jasmine Stavrakis is to be commended for managing to renew individuals' licenses despite these challenges.

There has not yet been a decision issued from the Grievance Board on the compliant made by former staff JT.

Provisional Licenses/DHHR: As previously noted by email, the Deputy Secretary of DHHR, Jeremiah Samples has requested a meeting to discuss the DHHR's proposed tiered approach to CPS to address workforce shortage/retention issues. Based on an earlier presentation to the House Health Committee, it does not appear the Department is requesting they be removed from licensure. There is discussion about development of a CPS assistant type position which would not be a licensable position. This meeting is January 26 and Rita and Vickie will attend to represent the Board.

Legislative Update:

Governor's Executive Order: Members were referred to the Governor's Executive Order in their packets, which placed an administrative rule making moratorium on any rules not previously filed with the Secretary of State. Boards had not received any prior notice and presumably some of the concern results from recent presentations from the Mercatus Institute regarding the number of regulations in Administrative Code (defined by the use of shall in wording). While Procedural rules are exempted, it appears that the new Code of Ethics will need to go through the notification process as established by the Governor and the added time frame for this process is uncertain.

DHHR Reorg Bill and Chapter 30 Boards: In follow up to the last meeting, Vickie followed up with Jeff Johnson, one of the attorneys who worked on the bill, to add the Board to the list of Health Care Boards listed in the bill. There was agreement to do that but unfortunately the bill that was introduced yesterday put the Board under the Department of Human Services rather than the new Office of Compliance. NASW

has followed up on this and there is acknowledgment of the error and assurance that the error will be rectified by the Committee Substitute that will be presented to the committee.

SB 313 is legislation which exempts licensing fees for military and low-income individuals (130% of the FPL) but more importantly, provides a waiver of fees for individuals between the ages of 18-25 years. This could result in a substantial reduction in revenues of several thousand dollars for the Board,

House Bill 4167 proposes to dissolve the Funeral Board and place all licensing functions under the Secretary of State.

LICSW/Research Other States: Janie Howsare presented her research on other states' requirements for supervisors. Approximately 1/3 require training of the clinical supervisor—either in preservice training (generally about 6 hours), in continuing education (2 hours per renewal cycle) or both. Training could conceivably be online or in person. Other states generally require 2 years post clinical license experience and application procedures generally include letters of recommendation. Discussion ensued on how to develop capacity for training prospective supervisors, whether a supervisor training designation should be considered, and development of an application for supervisors. Some states such as North Carolina and Virginia require reporting to the Board on a candidate's progress, although that will require more oversight from Board staff or the development of a practice committee to review. Janie will put her research in a chart for the Board to review in further discussions and follow up.

Provisional License Requests

One application was presented to the Board for review and consideration—KM who has a Regents Degree but enrolled in the MSW program at Marshall. Following consideration of the application, it was M/S/P (Heasley/Maniskas/all in favor) to approve KM's eligibility contingent upon ongoing enrollment in the MSW program at Marshall.

Other License Requests

Four cases were presented: 1) SB and CD who request permission to apply for a Provisional License Restricted to DHHR. SB opted last year to keep her Provisional but now has determined she does not have the funds to complete the coursework. CD had worked for private agency under a Provisional and has since moved to the DHHR 2) RC who works for a private agency and will be unable to complete the required coursework before her license expires in April 2018. She is enrolled in the MSW program but had to decrease her course load per semester 3) TD has been licensed as an LSW in Ohio for since 1988 but did not test as she was grandfathered in; she is requesting licensure in WV.

It was M/S/P (Heasley/Maniskas/all in favor) to approve these requests. The Board acknowledged the difficult position it is in with Department's ongoing requests for restricted licensure after one has been licensed at the Provisional level for one to two years.

Continuing Education Committee

The Continuing Education Committee has reviewed the application of Highland Clarksburg Hospital and having found they have met the requisite requirements, recommends the

agency be approved as a Continuing Education Provider for the Board of Social Work. It was M/S/P (Heasley/Maniskas/all in favor) to accept the Committee's recommendation.

Next meeting date: February 23, 2018 at 10:00 pm. at the Board offices.

Meeting Adjourned: It was M/S/P (Heasley/Gottlieb/all in favor) to adjourn.

Respectfully Submitted,
Vickie James, Executive Director

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AGENDA

February 23, 2018

WV Board of Social Work Offices

Board Members

Rita M. Brown, LSW
Chair
Kanawha

Patricia O'Reilly, Ph.D.
Vice Chair
Public Member– Kanawha

Lucy C. Eates, LSW
Secretary
Marion

JoDee Gottlieb, LCSW
Cabell

Barbara K. Heasley, LICSW
Randolph

Christine Maniskas, LCSW
Cabell

Office Staff

Vickie James, LCSW
Executive Director

- I. Call to Order
- II. Welcome/Introductions
- III. Meeting Minutes (Review and Approval) *
- IV. Disciplinary Committee
 - Investigator Resignation
 - Shor Decision Status
 - Committee Recommendations *
 - DR201621(Received 10/26/2016; 18 months: 3/12/208)
 - 201720RY (Received 11/27/2017; 18 months: 4/24/2018)
 - 20181NT (Received 1/3/2018: 18 months: 7/3/2019)
 - 201715ED (Received 10/18/2017; 18 months 4/18/2019)
 - TR201614 (Received 6/30/2016; 18 months 12/30/2017)
 - AR2014
- V. Financial Reports
 - Monthly Line Item Report
 - P-Card Reviews *
- VI. Executive Director Update
 1. Grievance Decision-JT
 2. Office Operations Update
Copier Quote*
 3. Legislative Update including:
 - HB4390
 - HB 4014 DHHR Reorg Bill and Chapter 30 Boards
 - HB 4597, 4465, 4334
- VII. LICSW Recommendations
- VIII. Provisional 4*
- IX. Other Requests-5*
- X. Adjournment

** require Board approval*

WV Board of Social Work
Board Meeting Minutes

April 12, 2018

WV Board of Social Work

Attendance: Jody Gottlieb, Patricia O'Reilly, Barbara Heasley, Rita Brown, Chris Maniskas, Lucy Eates, Vickie James; Guests Tanni O'Connell, Susan Richards, Bureau for Children and Families

Call to Order-Patricia O'Reilly

Minutes:

It was M/S/P (Maniskas/Heasley/all in favor) to approve the February minutes as amended.

Disciplinary Committee

Vickie reported that the AG for the Board, Michael Bevers has left the agency. Anthony Eates assisted the Board in responding to a query from the Human Rights Committee, but it is uncertain who the replacement will be. There is an outstanding consent order on Deborah Robusson (DR201621) that has not been drafted.

Vickie reported that Monica Cogle has fulfilled the full term of her consent order. It was M/S/P (O'Reilly/Heasley/all in favor) to draft an order acknowledging that which should also be posted on the web page.

It was M/S/P (Gottlieb/O'Reilly/all in favor) to go into Executive Session to discuss the status of a disciplinary case as set forth on the agenda. Following discussion, it was M/S/P (Gottlieb/Eates) to exit Executive Session. The Board directed Vickie to seek legal counsel on next steps.

Personnel

Hourly Administrative Assistants Positions: Vickie noted that due to an oversight, Jasmine Stavrakis's hourly rate was not increased as per the Board meeting in October. Keven Nichols has completed his field placement and Vickie recommends he be hired as an hourly employee. It was M/S/P to hire Kevin Nichols as an hourly Administrative Assistant at \$13 an hour and to increase Jasmine Stavrakis's hourly rate to \$14 an hour.

Across the Board Raise: Vickie noted that the "5% raise" passed by the Legislature is an average of all state employees and equates to \$2,160. Although the Division of Finance believes this is automatic, Vickie recommends the Board consider this and vote on this increase, which is an increase of 3.7% of her salary. It was M/S/P (O'Reilly/Eates/all in favor) to approve the salary increase. Rita also noted that the Board needed to review Vickie's job performance prior to the next meeting; Patricia O'Reilly and Rita will follow up.

Financial Reports/Purchasing Card:

Members were referred to the Monthly Revenue and Expenditure report in their packets covering the period from July 1 to April 10, 2018. The report reflects revenues of \$177,473.50 and expenditures of \$166,784.30.

Members were also referred to the P Card Log sheets for the periods of February 3 to February 27 with expenditures totaling \$1433.17 and for March 5 to March 21, 2018 with a total of \$1400.04 in expenditures. P Card reconciliations and receipts were available for review and Board signature. It was M/S/P (O'Reilly/Hesley/all in favor) to accept the P Card statement and receipts as presented.

Executive Director Update

Office Operations Update: Vickie shared with the Board the following activities for the months of January, February and March:

- Renewals processed: 285 and 31 Delinquent
- Permits issued: 71
- License upgrades: 8
- Restricted Provisional Licenses (RPL) Applications processed: 35
- RPLS renewed: 26
- Provisional Eligibility Applications (PLs) Processed: 34
- PLs Issued: 14
- PLs renewed: 10
- Provisional Licenses Converted: 2
- Applications for Clinical Licensure approved: 12
- Applications for Clinical Supervision approved: 28
- New licenses issued: 27
- Inactive status requests processed: 19
- Reactivation requests processed: 8
- License Verifications: 14
- Individually Approved Programs reviewed by CE Committee: 15

CLEAR Investigator Training: The Counseling Board has arranged for the Council on Legislation, Enforcement and Regulation (CLEAR) to come to Charleston in May to present the 3 day Basic and Advanced Investigator training. The Basic is a prerequisite to Advanced training. The cost is \$455 (as well as shared costs for the venue) and Vickie had tentatively registered to attend the training pending Board approval. It was M/S/P (Hesley/O'Reilly/all in favor) to approve Vickie's attendance. Lucy and Barb also expressed interest in this training and Vickie will forward the training information to them.

There was brief discussion on soliciting an additional investigator.

Purchase Audit: The Division of Purchasing initiated a routine audit as of this date. Vickie had prepared copies of the requested information and sent it to the Division's inspector last Friday.

PERD: The draft report is expected in the near future, although it is uncertain when the report will be presented to the Legislature during Interims. Based on conversations with Brandon Burton, there will be six recommendations relative to: status reports and time frames on disciplinary matters, case closure of a case (resolved in February 2018), utilization of treasurer's lockbox, chair's attendance at annual seminar for licensing boards, annual requests to the Governor regarding vacant and expired positions, and web site improvements.

Brief discussions ensued on Board replacements and how to maintain diversity and geographical representation.

ASWB Scores: Members were referred to the 2017 ASWB Examination Pass Rates in their packets.

Legislative Update: Vickie updated members on the status of SB 313 which was vetoed by the Governor. There were a few resolutions introduced which affect licensure boards, but it is uncertain if they will be adopted. Vickie will provide more information at the next meeting.

Provisional Licensure: There were two instances of individuals in the private sector who failed to complete course requirements and who were granted another license. One individual in DHHR asked for some restricted license 3 days before her conversion date but opted to quit when asked to furnish documentation of continuing education and supervision; the Board had maintained contact with the CSM of the county at the onset as a lapse in licensure was inevitable.

Vickie noted that there will be a Legislative Performance Evaluation in 2019 on the restricted provisional licensure process. She noted concerns that there is an open-ended process for provisional licensees in making multiple applications without ever testing or fulfilling the terms of the license. There was discussion on developing a policy on the number of times one might request a provisional license within a specific time period; for example, no more than two times in a five-year period was one option presented. The Board will follow up discussion at the next meeting.

Rule Changes

Members were directed to the drafts of rules to 25CSR7 (updating the date of the newly approved Code of Ethics, effective August 2017) and 25CSR1 which incorporates the recommended changes for LICSW supervision-application for supervision, pre-service training and possibly training on renewal, HIPPA compliant video conferencing. Specifications on individual vs. group supervision are not included at this point. There was discussion on obtaining feedback from agency supervisors, and how that and other recommendations might be incorporated into the pre-service training. Vickie plans to discuss some of these recommendations at the NASW conference/session next month. The Board will need to approve final drafts next month in order to get approval from the Governor's office and in time to file before June 27.

Employer Applications:

Provisional License Requests

Six applications were presented to the Board for review and consideration Following consideration of the application, it was M/S/P (Heasley/Gottlieb/all in favor) to approve Megan Bower and Brittany Nelson's eligibility and deny the applications of Brandie Davis and Denise Manns.

Other License Requests

Four cases were presented: 1) Chrystal Anderson and 2) Jennifer Fazzolari who requested reinstatement after letting their licenses expire in 2013 and 2005; 3) Henry McFadden who self-reported three misdemeanor crimes against person on his permit application, with the most recent in August 2017, and 4) Marsha Baker who requested an extension of her

Provisional License as she was on sick leave for 2 ½ months, and Jody Null who is requesting another permit.

It was M/S/P (Heasley/O'Reilly/all in favor to approve these requests with the exception of Henry McFadden and Vickie will follow up in requesting additional information regarding his application.

Next meeting date: April 12, 2018 at 11:00 pm. at the Board offices.

Meeting Adjourned: It was M/S/P (Gottlieb/O'Reilly/all in favor) to adjourn.

Respectfully Submitted,
Vickie James, Executive Director

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Office Staff

Vickie James, LCSW
Executive Director

AGENDA

April 12, 2018

WV Board of Social Work Offices

- I. Call to Order
- II. Welcome/Introductions
- III. Meeting Minutes (Review and Approval) *
- IV. Disciplinary Committee
 - AG status
 - Monica Cogle-Fulfilled Terms of Consent
 - 20183DS
- V. Personnel
 - KN as Hourly Admin Assistant*
 - 5% Raise Legislature*
- VI. Financial Reports
 - Monthly Line Item Report
 - P-Card Reviews *
- VII. Executive Director Update
 1. Office Operations Update
 2. CLEAR Investigator Training*
 3. Purchase Audit
 4. PERD
 5. ASWB Scores
 6. Legislative Update
 7. Provisional Licensure
- VIII. Rule changes:
 - 25CSR7 Ethics
 - 25CSR1 LICSW Recommendations
- IX. Employer Applications
 - Logan Regional Medical Center
 - Wheeling Hospital
 - Necco
- X. Provisional 6*
- XI. 2:30 Bureau for Children and Families Guests: Tanni O'Connell and Susan Richards
- XII. Other Requests-11*
- XIII. Continuing Education Committee*
 - *Recommend Certification for Beckley VA Medical Center*
- XIV. Adjournment

WV Board of Social Work

Board Meeting Minutes

April 12, 2018

WV Board of Social Work

Attendance: Jody Gottlieb, Patricia O'Reilly, Barbara Heasley, Rita Brown, Chris Maniskas, Lucy Eates, Vickie James; Guests Tanni O'Connell, Susan Richards, Bureau for Children and Families

Call to Order-Patricia O'Reilly at 11:05 a.m.

Minutes:

It was M/S/P (Maniskas/Heasley/all in favor) to approve the February minutes as amended.

Disciplinary Committee

Vickie reported that the AG for the Board, Michael Bevers has left the agency. Anthony Eates assisted the Board in responding to a query from the Human Rights Committee, but it is uncertain who the replacement will be. There is an outstanding consent order on Deborah Robusson (DR201621) that has not been drafted.

Vickie reported that Monica Cogle has fulfilled the full term of her consent order. It was M/S/P (O'Reilly/Heasley/all in favor) to draft an order acknowledging that which should also be posted on the web page.

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Individually Approved Programs reviewed by CE Committee: 15

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There was brief discussion on soliciting an additional investigator.

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Vickie noted that there will be a Legislative Performance Evaluation in 2019 on the restricted provisional licensure process. She noted concerns that there is an open-ended process for provisional licensees in making multiple applications without ever testing or fulfilling the terms of the license. There was discussion on developing a policy on the number of times one might request a provisional license within a specific time period; for example, no more than two times in a five-year period was one option presented. The Board will follow up discussion at the next meeting.

Rule Changes

Members were directed to the drafts of rules to 25CSR7 (updating the date of the newly approved Code of Ethics, effective August 2017) and 25CSR1 which incorporates the recommended changes for LICSW supervision-application for supervision, pre-service training and possibly training on renewal, HIPPA compliant video conferencing. Specifications on individual vs. group supervision are not included at this point. There was discussion on obtaining feedback from agency supervisors, and how that and other recommendations might be incorporated into the pre-service training. Vickie plans to discuss some of these recommendations at the NASW conference/session next month. The Board will need to approve final drafts next month in order to get approval from the Governor's office and in time to file before June 27.

Employer Applications:

Three applications from employers were presented requesting the ability to hire Provisional Licenses for the following positions:

1. Logan Regional Medical Center: Social worker PRN (to provide back up only)
2. Wheeling Hospital-social worker
3. Necco Inc.-Wrap Around Director
- 4.

Following consideration, it was M/S/P (Gottlieb/Heasley/all in favor) to approve the applications of Logan Regional Medical Center and Wheeling Hospital as job descriptions

were consistent with the scope of practice of a provisional licensee. The application for Wrap Around Director was denied in the same motion as the degree requirements and administrative duties for this position exceeded the scope of practice for a Provisional Licensee; additionally, it did not appear a social work license was required for this position.

Provisional License Requests

Six applications were presented to the Board for review and consideration. Following consideration of the applications, it was M/S/P (Eates/Gottlieb/all in favor) to approve Sierra Elliott, and Bridgette Carr for Provisional Licensure Eligibility, invite Tiffany Goodman and Kristen Golden to reapply for consideration contingent upon enrollment in the MSW programs noted in their letters, and deny the applications of Bonnie Perdue and Matthew Collins due to degree major.

Bureau for Children and Families Guests: Tanny O'Connell, Deputy Commissioner for Field Operations and Susan Richards, Director of Training

Rita noted that she had invited the Commissioner who was unable to attend to open up dialogue on some of the issues the Department identified during discussions on the legislation introduced to remove DHHR social workers from licensure

Tanny noted the Department is still considering the role of licensure in workforce. She shared information about the paraprofessional positions of Case Coordinator I and II positions, with the II position having more independent judgment. The CPS senior positions were also discussed.

Problems identified were: continuing education for provisional licensees, particularly restricted; testing for restricted licensure (alternative testing had been identified last year as it was identified then that it was a barrier but it is uncertain if that is the case now) and payment for licensure. Vickie suggested that the Board could invoice the agency for provisional licensees in aggregate to avoid individuals paying for the license individually. Tanny will follow up on the feasibility of this option. SWEC training could be changed in the training plan requirement or the role of continuing education in relation to SWEC training can be explored in Consortium meetings.

Other License Requests

Eleven cases were presented: 1) w. Wheeler self-reported two misdemeanors in 2000 - revoked drivers and obstructing an officer on permit application and has since obtained BA and MSW 2) John Posey Requesting reinstatement after successfully converting license in 2000 (CJ is educ) and then letting it expire in 2011; 3) Kristi Hixenbaugh-requesting reinstatement after successfully converting license in 1999 and then letting it expire in 2007; has a job in CPS at DHHR; 4) Caryn Puskarich- requesting reinstatement after successfully converting license in 1998 and then letting it expire in 2004 when she went to work with RESA; 5) Bethany Ellard Richmond works in Federal Bureau of Prisons and wishes to work with supervisor in NC for supervised clinical supervision 6) Steven Gregory self-reported DUI on 4/1/2018 renewal from 1 year ago and has complied with all terms 7) Christopher Hostetter requested PL in March 2017 after being issued a RPL; now wants an RPL as he says he cannot balance coursework with school and job 8) Melinda Nice is requesting expiration

date for restricted provisional license be extended after being on medical leave for almost a year 9) Tammy Miller request for consideration of supervision time for Molly Russell who has been under her supervision since 7/21/16 -65 hours; 10) Rebecca Mullins requesting expiration to restricted provisional license after being on medical leave for car accident/worker's comp 11) Jennifer Lough Has a provisional license and wants waiver of coursework based on degree, and out of state tuition expenses.

It was M/S/P (O'Reilly/Eates/all in favor to approve these requests with the exception of Tammy Miller who will only be permitted to count half the hours as per previous request considerations and Jennifer Lough as the Board cannot waive a legal requirement. Vickie will follow up in with appropriate correspondence

Continuing Education Committee

The Continuing Education Committee has reviewed the application for the Beckley VA Medical Center and recommends they be approved as Continuing Education Provider. It was M/S/P (Gottlieb/Heasley/all in favor) to accept the Committee's recommendation.

Next meeting date: May 23, 2018 at 1:00 pm. at the Board offices.

Meeting Adjourned: It was M/S/P (Gottlieb/O'Reilly/all in favor) to adjourn at 3:55 p.m.

Respectfully Submitted,
Vickie James, Executive Director

WEST VIRGINIA BOARD OF SOCIAL WORK

P.O. Box 5459 Charleston, WV 25361 Phone: (304) 558-8816 Fax: (304) 558-4189
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Board Members

Rita M. Brown, LSW
Chair
Kanawha

Patricia O'Reilly, Ph.D.
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JoDee Gottlieb, LCSW
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Barbara K. Heasley, LICSW
Randolph

Christine Maniskas, LCSW
Cabell

Office Staff

Vickie James, LCSW
Executive Director

AGENDA

May 23, 2018

WV Board of Social Work Offices

- I. Call to Order
- II. Welcome/Introductions
- III. 1:00 Bureau for Children and Families Guests: Tanni O'Connell and Susan Richards
- IV. Meeting Minutes (Review and Approval) *
- V. Financial Reports
 - Monthly Line Item Report
 - P-Card Reviews*
 - Budget*
- VI. Executive Director Update
 1. Office Operations Update
 2. CLEAR Investigator Training Update
 3. 2nd Investigator*
 4. Purchase Audit Results
 5. PERD Report/Presentation
 6. Legislative Update-HB
- VII. Rule changes:
 - 25CSR7 Ethics
 - 25CSR1 LICSW Recommendation
- VIII. Provisional License-1*
- IX. Other Requests-2*
- X. Adjournment

** require Board approval*

WV Board of Social Work

Board Meeting Minutes

May 23, 2018

Attendance: Jody Gottlieb, Patricia O'Reilly, Barbara Heasley, Rita Brown, Chris Maniskas, Lucy Eates, Vickie James; Guests Tanny O'Connell, Bureau for Children and Families

Call to Order-Patricia O'Reilly at 1:03 p.m.

Bureau for Children and Families Guests: Tanny O'Connell, Deputy Commissioner for Field Operations

Tanny joined the meeting by phone and updated the Board on the Department's efforts to recruit staff. The Bureau has encountered some barriers in the invoicing option suggested at last month's meeting but the issues are unclear; BCF Finance are meeting with Finance personnel responsible for the entire agency to address concerns. She shared information about the CPS senior positions and the paraprofessional position of Case Coordinator II position, which can include individuals with an associate's degree or some college coursework; utilizing Title IV E perhaps, these individuals may be able to attain their Bachelor's degrees and advance in the Department. The DHHR has also discussed how to incorporate the schools of social work in regional job fairs occurring all across the state, as well as at the management meetings in the North and South. It was suggested that the DHHR may want to consider having speakers visit the summer field classes to discuss internship and job opportunities. Discussion also ensued on the continuing education requirements of Provisional Licenses Restricted to DHHR and the role SWEC has played in addressing those needs; it was also noted that half of the required continuing education can be met with online coursework under the same provisions afforded licensed social workers. It was also noted that the Board can provide a list of individuals who are eligible or have a permit to individual counties if requested.

Minutes:

It was M/S/P (Eates/Gottlieb/all in favor) to approve the April minutes as distributed.

Financial Reports/Purchasing Card:

Members were referred to the Budget report in their packets covering the period from July 1 to May 16, 2018. The report reflects revenues of \$194,908.50 and expenditures of \$185,466.88.

It was M/S/P (O'Reilly/Heasley/all in favor) to authorize the purchase of a conference call station for the Board office.

Members were also referred to the P Card Log sheets for the periods of March 31 to April 27 with expenditures totaling \$1612.42. P Card reconciliations and receipts were available for review and Board signature. It was M/S/P (Eates/Maniskas/all in favor) to accept the P Card statement and receipts as presented.

Members were directed to a chart noting the expenditures by object and revenues for FY 2016, 2017, and 2018, as well as a proposed budget for FY 2019. It was M/S/P (O'Reilly/Maniskas/all in favor) to approve the budget.

Executive Director Update

Office Operations Update: Vickie reported that she had been in contacted with Rebecca Blaine at the Governor's Office regarding Board minutes and discussed the need for Board appointments, stressing the need for a planned transition and hopefully avoiding all Board members being reappointed at once. Discussion ensued on the planned transition of Board members exiting the Board. Lucy suggested the Investigative Protocol be updated to ensure any new Disciplinary members have a framework to operate in. She will schedule a meeting of the committee.

CLEAR Investigator Training/Additional Investigator: Vickie updated members on the Investigator Training provided by CLEAR at the beginning of the month, noting it was a worthwhile training.

Additionally, in follow up to last month's meeting, Vickie followed up with the individual discussed as another investigator and after consultation with the Board chair, registered her for the Investigator Training. It was M/S/P (Eates/O'Reilly/all in favor) to retain Elva Strickland as an Investigator at \$50 an hour.

Purchase Audit: Members were referred to a copy of the completed Inspection Report conducted by the Purchasing Division for FY 2016. The Board received a score of 89.8 (B) but will need to develop a corrective action plan within 60 days of receipt.

PERD: The report (previously disseminated to members along with the Board response) was presented to the Joint Committee on Government Org at the May interims. No questions or problems were noted at the meeting following the presentation and Board response.

Legislative Update: Vickie noted that due to time, the Joint Committee did not adopt two resolutions they are expected to take up-dealing with a central location for licensing boards and outcome driven rules. SCR 47 may impact some occupational licensing boards as it relates to use of criminal records in relation to issuance of licenses, and the Association of Licensing Boards is working with the Public Defender's office on this.

Rule Changes

Members were directed to the revised drafts of rules to 25CSR7 (updating the date of the newly approved Code of Ethics, effective August 2017) and 25CSR1 which incorporates the recommended changes for LICSW supervision-application for supervision, pre-service training, HIPPA compliant video conferencing. Following discussion, the Board opted not to require supervision related continuing education on renewal. Group supervision should include no more than 50% of total supervision hours and language for recognizing/exempting existing supervisors from pre-service training should be included. It was M/S/P (Heasley/Gottlieb/all in favor) to adopt the language as discussed. Vickie will incorporate the recommended changes and seek an exemption from the Governor's Rules Moratorium so that the rules can be filed with the Secretary of State.

Provisional License Requests

One application was presented to the Board for review and consideration. Following consideration of the applications, it was M/S/P (Eates/O'Reilly/all in favor) deny the applications of Jordan Atha due to degree major (Environmental Science and Policy).

Other License Requests

Two cases were presented: 1) a self-reported misdemeanor DUI on renewal 2) issuance of a fifth permit for Lisa Craft.

It was M/S/P (O'Reilly/Eates/all in favor) to approve these requests.

Executive Committee/Director Evaluation

Patricia O'Reilly referred members to the results of the evaluation she conducted with Vickie. The Board discussed areas that might help the operations of the Board go smoother such as following up on developing the administrative staff position job description, scheduling Board meetings in advance, developing a strategic plan (for example, assisting permits who have exhibited difficulties in testing obtain resources for testing and dealing with test anxiety), recruiting for Board vacancies. The next meeting of the Board will address these issues further.

It was M/S/P (Gottlieb/Maniskas/all in favor) to go into Executive Session and staff were dismissed. Following deliberation, it was M/S/P (O'Reilly/Heasley/all in favor) to exit Executive Session.

It was M/S/P (O'Reilly/Gottlieb/all in favor) to increase Vickie James' annual salary to \$62,000.

Next meeting date: June 19, 2018 at 10:00 am. at the Board offices.

Meeting Adjourned: It was M/S/P (Gottlieb/Maniskas/all in favor) to adjourn at 4:15 p.m.

Respectfully Submitted,
Vickie James, Executive Director

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AGENDA

June 19, 2018

WV Board of Social Work Offices

Board Members

Rita M. Brown, LSW
Chair
Kanawha

Patricia O'Reilly, Ph.D.
Vice Chair
Public Member– Kanawha

Lucy C. Eates, LSW
Secretary
Marion

JoDee Gottlieb, LCSW
Cabell

Barbara K. Heasley, LICSW
Randolph

Christine Maniskas, LCSW
Cabell

Office Staff

Vickie James, LCSW
Executive Director

- I. Call to Order
- II. Welcome/Introductions
- III. Meeting Minutes (Review and Approval) *
- IV. Financial Reports
 - Monthly Line Item Report
 - P-Card Reviews
 - Budget Update*
- V. Executive Director Update
 1. Office Operations Update
 2. Resignation of JS/Coverage
- VI. 11:00 Bureau for Children and Families Guests: Tanni O'Connell
- VII. Update on Rule changes:
 - 25CSR7 Ethics
 - 25CSR1 LICSW Recommendation
- VIII. Provisional License-*6 (2 to RPL)
- IX. Other Requests-1*
- X. Working Group Needs/Assignments/Tasks
 - By Laws
 - Strategic Planning
 - Job Description for Program Assistant
 - Scheduling
 - Board Vacancies
 - Update form Disciplinary Committee on Protocol Revisions
- XI. Adjournment

** require Board approval*

WV Board of Social Work

Board Meeting Minutes

June 19, 2018

WV Board of Social Work

Attendance: Jody Gottlieb, Patricia O'Reilly, Barbara Heasley, Rita Brown, Lucy Eates, Vickie James, Briana Marino, Guests Tanny O'Connell and Susan Richards Bureau for Children and Families

Call to Order-Patricia O'Reilly at 10:10 am.

Minutes:

It was M/S/P (Eates/Gottlieb/all in favor) to approve the April minutes as distributed.

Financial Reports/Purchasing Card:

Members were referred to the monthly line items report in their packets covering the period from July 1 to June 16, 2018. The report reflects revenues of \$214,068.50 and expenditures of \$195,977.26

Vickie reported that there were no P Card reviews to report as the reconciliation report is different under USB Bank.

Members were referred to the revised operating budget for the upcoming year, noting there was a formula flaw in the budget approved at the last meeting. It was M/S/P (O'Reilly/Heasley/all in favor) to approve the revised budget.

Executive Director Update

Office Operations Update: Vickie reported briefly on the office operations for the past two months-185 renewals have been processed, including 19 delinquent renewals, eighty social work permits have been issued, and 11 social work permits have converted to full licensure after successfully sitting for the exam. An additional 16 new licenses have been issued including 2 provisional license conversions. Twenty-five applications for Provisional License Eligibility were processed. Twelve individuals were approved for Clinical Candidacy and fourteen submitted their application for Clinical Licensure.

Jasmine Stavraskis has resigned her temporary position as Administrative Assistant, effective July 22, 2018. Kevin Nichols works four days per week and Vickie will assess additional staffing needs.

Bureau for Children and Families Guests: Tanny O'Connell, Deputy Commissioner for Field Operations and Susan Richards, Director of Training

Susan furnished members a copy of the 4-year training plan Requirements at a Glance and explained the progress on the training plan. The Department is attempting to put as much online as possible. Susan asked if some of this online training could be used by other staff who need continuing education and the approval process for that. Since the Bureau is an approved provider of continuing education, it is their discretion what courses they approve

whether online or face to face; the Board's only requirement is that it conforms with the CE requirements for online training.

The Department plans to report training compliance of licensees to the Board at the end of July.

Discussion ensued on delinking the Department's training plan for restricted licensure with the legislative rule, which would give the Department greater flexibility in adjusting training to meet emerging needs. The Board continues to have no objection, and the feasibility of doing this for the upcoming session will be explored.

Discussion also ensued on restricted licensure and testing at the conclusion of the four-year period. Supervision continues to be a challenge for the Department and the Bureau does not want restricted licensees to require supervision indefinitely. The Board is interested in ensuring Provisional Licensees obtain the required coursework in social work in order to obtain an LSW; therefore, portability of restricted licensure outside DHHR is a concern. The Board has discussed the feasibility for alternative testing for restrictive licensees, which will require a new category of licensure and a code change. Ongoing discussion will continue.

Tanny updated members on the progress of removing the payment barrier expressed in previous discussions. She noted that the issue is internal to DHHR and how they will address reimbursement to the agency should an individual leave.

Update on Rule Changes

Members were directed to the revised drafts of rules to 25CSR7 (updating the date of the newly approved Code of Ethics, effective August 2017) and 25CSR1 which incorporates the recommended changes for LICSW supervision that were filed with the Secretary of State on June 15. The comment period will end on July 16, and the agency must file agency approved rules by July 27.

Provisional License Requests

Six applications were presented. Sabrina Albright and Jason Burns made application to apply for a Provisional License Restricted to DHHR after holding the Provisional License. Kristen Golden made application for a Provisional License as she has been accepted into Marshall's MSW program and is requesting a Provisional eligibility when classes start. It was M/S/P (Heasley Gottlieb/all in favor) to approve these requests and deny the remaining three applications based on degree major-Health Services Administration, RBA with major in Criminal Justice (outside the RBA policy) and Social Science with Education emphasis.

Other License Requests

Julia Whissel-Boley has taken 3 of the 4 required classes for her Provisional License. She also has taken an MSW course in Professional Leadership and is requesting the Board approve this course substitution (over the Policy class) so she can convert her license in November.

It was M/S/P (Heasley/Gottlieb/all in favor to approve this request.

Working Group Needs/Assignments/Tasks-planning session

1. By Laws-Rita will provide Vickie the last version so that the By Law can be updated.
2. Strategic Planning-Patricia volunteered to take responsibility for follow up
3. Job Description for Program Assistant-Vickie reported that this job description will need to change if the Board desires to fill it with someone with at least a BSW. She will send the job description out to the Board.
4. Scheduling-the Board scheduled their meetings for the remainder of the calendar year-August 23, October 12 and November 29. 2019 meetings will be scheduled at either the October or November meeting.
5. Board Vacancies-Discussion on filling Board vacancies anticipated with resignations and generating a list of applicants for the Governor's consideration. Vickie noted that many states also invite interested candidates on their web page.
6. Update from Disciplinary Committee on Protocol Revisions-Lucy reported that work is ongoing and quite a bit of content has been added.

Next meeting date: August 23, 2018 at 1:30 am. at the Board offices.

Meeting Adjourned: It was M/S/P (Gottlieb/Eates/all in favor) to adjourn.

Respectfully Submitted,
Vickie James, Executive Director



Board Members:

Rita M. Brown, LSW
Chair
Kanawha

Patricia O'Reilly, Ph.D.
Vice Chair
Public Member— Kanawha

Lucy C. Estes, LSW
Secretary
Marion

JoDee Gottlieb, LCSW
Cabell

Barbara K. Heasley, LICSW
Randolph

Christine Mamickas, LCSW
Cabell

Office Staff

Vickie James, LCSW
Executive Director

Katie Chambers
Administrative Assistant

Lena Lambert
Administrative Assistant

AGENDA
August 25, 2016

- I. Meeting Minutes (Review and Approval) *
 - May minutes' amendment
- II. Budget Report / P-Card Reviews *
- III. Staff Updates
 1. Licensing summary for June and July/Office Operations
 2. Staffing Updates
 3. Office Move
 4. CEU Rule Filing/Comment Period
 5. Update/Strategy on RPLS
 6. Legislative Issues related to NC Board
- IV. Disciplinary Report
- V. Provisional License Application Requests -*8
- VI. Employer Applications:
 1. Home Base Inc.
 2. Family Preservation-reconsideration
- VII. Continuing Education: CEC Recommendations for Recertification of Providers: *BCF, CHS of WV, Huntington VAMC, WVU Dept. Behavioral Med., Crittenton, Berkeley Medical Center, Appalachian MHC, CED, CAMS Health Ed and Research, Health South Mtn. View, FMRS, Westbrook, Pretera, YSS, Office of Maternal and Child Health, WVFRIS, Center for Health Ethics and Law, WV Coalition Against Domestic Violence, Seneca, Youth Health Svcs., ITR Training Institute, WVAADAC, First Choice*
- VIII. Other License Requests – 9*
- IX. Employer Reconsideration
- X. ASWB Delegate Assembly
- XI. Next Meeting Date

**WV Board of Social Work
Board Meeting Minutes**

August 25, 2016

WV Lottery Building Conference Room, 5th Floor

Attendance: Rita Brown (Chair), Jody Gottlieb, Chris Maniskas, Patricia O'Reilly, Barbara Heasley, Lucy Eates, Vickie James

Call to Order-Rita Brown

Minutes:

It was M/S/P (Gottlieb/O'Reilly/all in favor) to approve the June 14 minutes as submitted.

Budget/Purchasing Card: Members were referred to the Monthly Line Item Report for FY 2016 through July 2016. Expenditures exceeded revenues by 31,493, largely attributable to the server and computer upgrades not being counted on fiscal year 2016; the invoices for Warren arrived later in the month of June and the accounting individual in finance was out for the week prior to the close out of the fiscal year.

Members were also referred to the P Card Log sheet for the periods of July 19-July 31, 2016 for expenditures totaling \$785.06. It was M/S/P O'Reilly/Heasley/all in favor) to accept the P Card statement and receipts as presented.

Vickie reported that since the last meeting she has been able to successfully obtain a P card for Board expenditures.

Staff Updates

Licensing Summary: Fifteen new licenses were issued for June and July: 2 at the LSW level (two DHHR Conversion), 7 LGSW, 1 LCSW and 5 LICSW. Twenty-two provisional licenses were issued (13 DHHR and 9 private) and 16 restricted licenses were issued to DHHR. Thirty-Four Temporary Permits were issued. Provisional License eligibility was established for 31 individuals. The total number of licenses under supervision of the Board total 4,138.

Staffing Updates: Lena Lambert has resigned, effective September 15. Vickie plans begin recruiting for Amy's position following the move, hopefully in mid-September. It was recommended that the announcement include BSW preferred.

Office Move: The move is planned for next week, August 30-31. Vickie reported that the moving cost of the move is approximately \$1900, but the moving company furnished boxes and is moving the computers. Patricia noted that she saw that it was posted on the web page; Vickie reported that she has also used Jackie Englehardt and Sam Hickman to post it on their list serves. 2

She also notes that she believes her office is large enough to accommodate most Board meetings but that it will be difficult to gauge until the move occurs. It was M/S/P (Heasley/O'Reilly/all in favor) for Vickie to purchase a conference table and chairs not to exceed \$2400 if this proves feasible.

CEU Rule Filing/Comment Period: The final filing on the 25CSR1, Qualifications for the Profession of Social Worker was made with an effective date of August 9.

The comment period ends today for the Continuing Education ends at the close of business. A total of four comments were received during this period. One supported the changes, two reflected concerns on accessing to existing continuing education and the impact of required hours and the fourth comment reflected implementation concerns. The Board responded to each comment, noting that there is no increase in hours, identifying current options for continuing education and plans to provide links on our web page to quality online programs to address the veteran related training. Additionally, implantation issues will need to be addressed in policy. Based on the comments received, staff do not believe changes need to be made to the rule and with acquiescence of the members, will file the Agency approved rule tomorrow.

Update on RPLS: A meeting will be encouraged after the move with the Commissioner and relevant staff to address increasing requests to change licenses within the Department. Additionally, a number of annual compliance forms indicated the need for Board staff to push folks to a more realistic pathway to licensure as some are due to expire next year and cannot pay for the classes. Lucy identified the need to revisit issues with respect to confidentiality and investigation of complaints also with the Department.

Legislative Issues: The legislature still plans to look at Board composition in the upcoming interims. Additionally, the House Government Organization has made a request to identify Board costs on web page maintenance.

Disciplinary Committee:

Lucy gave a brief update. Case 20153 is scheduled for a hearing on September 20. The Disciplinary Committee has a meeting scheduled on September 12 in Clarksburg.

Provisional License Applicants

Nine applications were presented to the Board for review and consideration. Following consideration of the applications, it was M/S/P O'Reilly/Heasley/all in favor) to 1) approve the following applicants as eligible for a Provisional License: AF, KC and AFT 2) deny eligibility to the following applicants based on degree major: DF, RB, BB, TT, and TT, 3) deny eligibility for TD but offer reconsideration if she follows up in enrolling in the MSW program. Vickie will follow up with letters to all applicants.

Employer Applications

One employer made Application to hire Provisional Licensees:

1. Home Base, Inc. to hire Professional Outreach Coordinator; however, the need for a license is not identified in the job description.
2. Family Preservation Services, Inc. also requested reconsideration noting that some payors require a Licensed social worker whereas others do not which is why they do not require this license in the job descriptions.

Both applications were pended until additional information is requested and obtained. The Board requested that Family Preservation Services better delineate their programs that require a license and address the issue internally in their operational structure.

Continuing Education Rules

The Continuing Education Committee reviewed the recertification applications and recommends the following approved providers for recertification: Bureau of Children and Families, CHS of WV, Huntington VAMC, WVU Dept. Behavioral Med., Crittenton Services, Berkeley Medical Center, Appalachian MHC, CED, CAMS Health Ed and Research, Health South Mtn. View, FMRS, Westbrook, Prestera, YSS, Office of Maternal and Child Health, WVFRIS, Center for Health Ethics and Law, WV Coalition Against Domestic Violence, Seneca, Youth Health Services, ITR Training Institute, WVAADAC, First Choice

It was M/S/P (Hesley/Gottlieb/all in favor) to accept the Committee's recommendation.

Other application requests

Nine individuals were presented:

- 1) KC requests and extension of her temporary license which expired 8/8/16 as she has been off on workers comp since July 2015
- 2) CC requests a permit and self-reports a felony history in 2007 due to drug use. The applicant has since obtained two degrees, including an MSW
- 3) BH requests the Inactive status fee be waived due to disability related retirement
- 4) HS requests approval for clinical supervision hours for the period between 12/10/15 and 6/16/16. She says she faxed her agreement which the Board has no record of but only met with her supervisor six times
- 5) KSR is seeking WV license as LICSW; she is licensed clinically in NC since 1993 before clinical test was required and has never tested at any level
- 6) VJ Seeking the Board count 50 clinical supervision hours incurred in MD since 11/2/2105 and has provided MD documentation
- 7) SL Has a PL and wants permission to test without required coursework
- 8) KC Has a licensing supervisor who put her license on Inactive status but is still licensed in MD. She requests permission to continue with her supervisor. 4

It was M/S/P (O'Reilly/Maniskas/all in favor) to approve the following requests: KB, CC, BH, KSR, VJ, KC and deny HS, GS, SL. Vickie will follow up with letters to the applicants.

ASWB Delegate Assembly:

Patricia discussed the upcoming assembly and volunteered to attend.

Next meeting date: October 6 @ 1:30 pm at the Smith Street location.

Meeting Adjourned.

Respectfully Submitted,

Vickie James, Executive Director

WEST VIRGINIA BOARD OF SOCIAL WORK

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AGENDA

January 19, 2017
WV State University

Board Members

Rita M. Brown, LSW
Chair
Kanawha

Patricia O'Reilly, Ph.D.
Vice Chair
Public Member– Kanawha

Lucy C. Eates, LSW
Secretary
Marion

JoDee Gottlieb, LCSW
Cabell

Barbara K. Heasley, LICSW
Randolph

Christine Maniskas, LCSW
Cabell

Office Staff

Vickie James, LCSW
Executive Director

Katie Chambers
Administrative Assistant

Jada Thompson
Administrative Assistant

- I. Meeting Minutes (Review and Approval) *
- II. Budget Report / P-Card Reviews *
 - ASWB Dues
- III. Staff Updates
 1. Licensing summary for October-December Office Operations
 2. Staff Hiring
 3. Database and Website changes
 4. Update on RPLS
 5. Auditor's Conference
 6. PERD Review
 7. Internal Controls Policies
 8. Legislative Issues
- IV. 3:00 Bureau for Children and Families Guests
- V. Other License Requests – 6*
3:15 Lisa J. Tanner-
- VI. Provisional License Application Requests -*5
- VII. Employer Applications-*2
 - Greenbrier Manor
 - Mapleshire
- VIII. Disciplinary Report
- IX. Next Meeting Date
- X. Adjournment *

* require Board approval

WV Board of Social Work
Board Meeting Minutes

October 20, 2016

WV State University, Title IV-E Conference Room, Institute

Attendance: Rita Brown (Chair), Jody Gottlieb, Patricia O'Reilly, Barbara Heasley, Vickie James, Amanda Wilson, Megan Chambers.

Call to Order-Rita Brown

Minutes:

It was M/S/P (O'Reilly/Gottlieb/all in favor) to approve the August 25 minutes as submitted.

Budget/Purchasing Card:

The Monthly Revenue and Expenditure report was inadvertently left out of members' packets. Vickie reported that year to date revenue is \$48,825.00 while year to date expenditures are \$52,744.49; this covers the period from July 1 through September 30, and is on target with expectations.

Members were also referred to the P Card Log sheets for the periods of August 3, 2016 through August 24, 2016 for expenditures totaling \$583.10, and for September 8 through September 22 for expenditures totaling \$898.86. P Card reconciliations and receipts were available for review. It was M/S/P (O'Reilly/Gottlieb/all in favor) to accept the P Card statement and receipts as presented.

Staff Updates

Licensing Summary: Eight new licenses were issued for August and September: 1 at the LSW level, 2 LGSW, 1 LCSW and 4 LICSW. Eight provisional licenses were issued (4 DHHR and 5 private) and 15 restricted licenses were issued to DHHR. Twenty-Eight Temporary Permits were issued. Provisional License eligibility was established for 15 individuals. The total number of licenses under supervision of the Board total 4,199.

Vickie also reminded members that the Biennial Report is due at the end of the calendar year and plans to have a draft to members by the next meeting.

Office Move: Vickie reported on the move that occurred at the end of August. Construction in the common area outside the suite is still ongoing but close to completion. Aside from some interruptions in phone service, the new accommodations meet the needs of the Board. It does appear that this new location invites more walk ins that previously.

CEU Rule Filing/Comment Period: The Continuing education rule was taken up and passed by the Legislative Rule Making Committee in September with only a minor grammatical modification.

Update on RPLS: Vickie is still trying to set up a meeting with the Commissioner and relevant staff to address increasing requests to change licenses within the Department.

Auditors Conference: Vickie shared information on the Auditor's conference next month on November 29. Barb and Pat indicated they would like more information as they were interested in attending.

Legislative Issues: Vickie reported on a presentation during the September Interims from the Justice Institute, which presented options for the Legislature in relation to assuring Boards do not violate antitrust laws. The Institute proposes model legislation which appears more geared to protecting trade as opposed to protecting the public.

Provisional License Applicants

Six were presented to the Board for review and consideration. Following consideration of the applications, it was M/S/P O'Reilly/Heasley/all in favor) to 1) approve the following applicants as eligible for a Provisional License: AB, LW LP, CL, and JP 2) deny eligibility to the following applicant based on degree major: NC. Vickie will follow up with letters to all applicants.

Employer Applications

In follow up to the last meeting, Home Base, Inc. amended their job descriptions for Professional Outreach Coordinator to indicated the need for a license. It was M/S/P O'Reilly/Gottlieb/all in favor) to approve Home Base's application to hire Provisional Licenses.

Continuing Education Rules

The Continuing Education Committee recommends that Hospice Care Corporation be approved as a Certified Provider of Continuing Education. It was M/S/P (Heasley/Gottlieb/all in favor) to accept the Committee's recommendation.

Additionally, one existing provider has issues with record maintenance and compliance. The Committee recommends a corrective action plan be initiated to bring the provider into compliance. It was M/S/P O'Reilly/Heasley/all in favor) to pursue this course of action.

Other application requests

Three individuals were presented:

1) DW has applied for a Provisional License but self-reports a misdemeanor charge in May 2012 for falsifying public record. He maintains his innocence, fulfilled the terms and Internal Affairs did not substantiate the charge

2) JD requests a Restricted Provisional License as she says she cannot afford classes for her Provisional License issued 8/15/15; she was previously a TL for 4 years and failed exam

3) AB was recently reinstated following grievance win; she is requesting extension of license by 6 months-the period she was off.

It was M/S/P (O'Reilly/Heasley/all in favor) to approve the following requests: DW and AB and pend the request of JD until after the meeting with the Bureau for Children and Families. Vickie will follow up with letters to the applicants.

Disciplinary Report

The need for additional members was discussed, particularly individuals who are familiar with the court systems and who can contact individual county offices to ascertain the status of criminal complaints. The Board will invite Cheryl Peale to join the committee at this point.

Next meeting date: December 13 @ 1:30 pm at the Smith Street location.

Meeting Adjourned.

Respectfully Submitted,
Vickie James, Executive Director



AGENDA
January 19, 2017
WV State University

Board Members

Rita M. Brown, LSW
Chair
Kanawha

Patricia O'Reilly, Ph.D.
Vice Chair
Public Member– Kanawha

Lucy C. Eates, LSW
Secretary
Marion

JoDee Gottlieb, LCSW
Cabell

Barbara K. Heasley, LICSW
Randolph

Christine Maniskas, LCSW
Cabell

Office Staff

Vickie James, LCSW
Executive Director

Katie Chambers
Administrative Assistant

Jada Thompson
Administrative Assistant

- I. Meeting Minutes (Review and Approval) *
- II. Budget Report / P-Card Reviews *
 - ASWB Dues
- III. Staff Updates
 1. Licensing summary for October-December Office Operations
 2. Staff Hiring
 3. Database and Website changes
 4. Update on RPLS
 5. Auditor's Conference
 6. PERD Review
 7. Internal Controls Policies
 8. Legislative Issues
- IV. 3:00 Bureau for Children and Families Guests
- V. Other License Requests – 6*
3:15 Lisa J. Tanner-
- VI. Provisional License Application Requests -*5
- VII. Employer Applications-*2
 - Greenbrier Manor
 - Mapleshire
- VIII. Disciplinary Report
- IX. Next Meeting Date
- X. Adjournment *

WV Board of Social Work
Board Meeting Minutes

January 19, 2017

WV State University, Title IV-E Conference Room, Institute

Attendance: Rita Brown (Chair), Jody Gottlieb, Patricia O'Reilly, Barbara Heasley, Chris Maniskas, Lucy Eates, Vickie James

Call to Order-Rita Brown

Minutes:

It was M/S/P (O'Reilly/Gottlieb/all in favor) to approve the October 20 minutes as submitted.

Budget/Purchasing Card:

Members were referred to the Monthly Revenue and Expenditure report; this covers the period through December 31, 2016. Vickie reported that year to date revenue is \$120, 736 while year to date expenditures are \$85,093. Members were reminded that this past December is typically a busy time in renewals, although revenues are down slightly which may coincide with over 100 licenses that did not renew by the end of the month.

Members were also referred to the P Card Log sheets for the periods of October 5, 2016 through November 2, 2016 for expenditures totaling \$645.96, for November 7, 2016 through November 30 for expenditures totaling \$741.51 and for December 8 through December 23 for expenditures totaling \$384.6. P Card reconciliations and receipts were available for review and Board signature. It was M/S/P (O'Reilly/Maniskas/all in favor) to accept the P Card statement and receipts as presented.

Vickie reported that the ASWB dues will be due soon, and based on our numbers of licensees will be \$1000. It was M/S/P (Heasley/Gottlieb/all in favor) for pay our ASWB dues.

Other License Request

With leave of the members, the agenda was moved to accommodate the earlier arrival of Lisa Tanner, who had requested time on the agenda. Lisa had previously been provisionally licensed #TD41212710 beginning April 21, 2012. Although she passed the Bachelor's social work exam, her licensing supervisor would not write a letter of recommendation for her as she did not attend half of the meetings. She reported that she often had other duties on the day the supervisor would come to the office to supervise her coworkers. Although it was her responsibility to make these sessions up within 30 days, they apparently were not made up. She believes her supervisor should have been more accommodating to her schedule. Since supervision is a requirement for conversion as noted on the agreement she signed, she was not allowed to convert to an LSW and she subsequently applied for a Provisional License Restricted to DHHR. She objects to that decision, and requests that she be allowed to make up her supervision and obtain full licensure.

It was noted that she signed her compliance form each July reporting that she was meeting with her supervisor every three months as required. Vickie noted that had she reported a problem, the Board could have assisted her in finding another supervisor.

Ms. Tanner reported she would be willing to take classes required of a Provisional License and was advised to contact the Board for a Provisional License. However, she was informed that the Board will not honor her request to convert her license from her previous four-year cycle.

Susan Richards, Bureau for Children and Families

Identified areas of discussion included: the training report on restricted licenses, provisional licensees requesting they be “switched” to a restricted license, errors in application.

A chart of Provisional Licensees and Restricted licenses were in packets. For the period ending December 31, 2016, there are 139 restricted licenses. 42 will be at their two-year renewal in 2017. Susan reported that the Department’s attorneys did not believe the DHHR was obligated to report training compliance until 2017 due to the filing of the rule. She shared copies of the Department’s first year training plan and talked about the current training initiatives. She would like to move away from an anniversary reporting and move back to the Board’s previously suggested reporting on training compliance in July of each year. The Board concurred and it was agreed that an annual report will be expected on current licensees in July 2017.

In terms of allowing individuals to apply for licensure, members discussed their concerns. Vickie reported that approximately 105 Provisional Licenses were given that option in February 2016, and yet only 15 took that opportunity. The individuals who have since requested another opportunity cited confusion within the DHHR, so better communication strategies need to be developed internally to the Department. Also, it appears that the two-year renewal form is a catalyst as the licensee is requested to provide transcripts or proof of enrollment of the coursework.

Potential time frames were discussed-March or April. Additionally, management at DHHR needs to understand that should the Board agree to allowing individuals the opportunity to apply for restricted licensure again this spring, there will be no further opportunities. Individuals who opt not to apply for restricted licensure and who do not abide by the course requirements of the Provisional license will not be given another provisional license.

The Board has received restricted licenses from individuals who have not been hired by DHHR or who have not had had a Notice of Employment sent to the Board. A number of incomplete applications arrive or with errors, and strategies on how to minimize these problems were discussed.

Staff Updates

Licensing Summary: The report was deferred.

Staff Hiring: Jada Thompson has been hired as the full time Administrative Assistant. Vickie is looking at the clerk position and is considering if this should be a part time Administrative Assistant position based on office needs.

Database and website changes: Members were referred to the handouts in their packet which lists disciplinary actions and consent orders, which was required as per legislation passed last year. Additionally, the database has undergone dramatic restructuring, which when complete, will allow for the link to the license verification of individuals. Other changes are underway but the web developer needs suggestions of pictures to include.

Suggested online training that will satisfy compliance with the continuing ed rule will be going on the web page. The Board is also making plans to email July applicants to alert them to the new requirement.

Auditors Conference: Vickie, Barb and Patricia shared their insights on the conference this year.

PERD Review: It was announced at the conference that the Board is slated for review this year.

Internal Control Policies: Work is beginning on policies for P Card and cash handling.

Legislative Issues: Legislation is expected which will require web pages of state agencies contain specific items to ensure transparency. For the most part, the Board is already working on these items.

Other application requests

Seven individuals were presented:

- 1) KY has applied for a Provisional License Restricted to DHHR but self reports a DUI charge in 2012. All obligations imposed by the Court have been met.
- 2) TWY requests and 8th temporary permit. She was advised by the Accommodations policy in November 2015 but has not followed through.
- 3) DAP self reports DUI on renewal in October 2015. All obligations imposed by the Court have been met.
- 4) JP requesting Emeritus status but not actually retired. However, he is a position that does not require licensure.
- 5) SF was on FMLA in 2014 and needs the expiration date on her provisional license extended by 3 months.
- 6) JN is requesting a 7th permit. She followed all instructions and has significantly increased her scaled score.
- 7) AM was previously licensed from 2003 to 2013 after successfully converting his license to an LSW. He let his license lapse and is requesting reinstatement.

It was M/S/P (Maniskas/Gottlieb/all in favor) to approve all requests but TWY was to be notified that this would be the last permit issued. Vickie will follow up with letters to the applicants.

Provisional License Applicants

Six were presented to the Board for review and consideration. Following consideration of the applications, it was M/S/P (Eates/O'Reilly/all in favor) to 1) approve the following applicants as eligible for a Provisional License: TD, CM, and MH 2) deny eligibility to the following applicants based on degree major: CS, TW, and FA. Vickie will follow up with letters to all applicants.

Employer Applications

Two applications were presented, both of which are long term skilled nursing facilities:

- 3) Greenbrier Manor in Greenbrier county for the position of social worker
- 4) Mapleshire in Monongalia county for the position of Social worker

It was M/S/P (Gottlieb/O'Reilly/all in favor) to approve both applications.

Disciplinary Report

Lucy reported that the committee will be meeting within the next couple weeks.

Next meeting date: February 23, 2017 pm at the Smith Street location.

Meeting Adjourned.

Respectfully Submitted,
Vickie James, Executive Director

WEST VIRGINIA BOARD OF SOCIAL WORK

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AGENDA

March 16, 2017

WV Board of Social Work Offices

Board Members

Rita M. Brown, LSW
Chair
Kanawha

Patricia O'Reilly, Ph.D.
Vice Chair
Public Member– Kanawha

Lucy C. Eates, LSW
Secretary
Marion

JoDee Gottlieb, LCSW
Cabell

Barbara K. Heasley, LICSW
Randolph

Christine Maniskas, LCSW
Cabell

Office Staff

Vickie James, LCSW
Executive Director

Katie Chambers
Administrative Assistant

Jada Thompson
Administrative Assistant

- XXX. Meeting Minutes (Review and Approval) *
- XXXI. Financial Reports
 - Monthly Line Item Report
 - P-Card Reviews *
 - ASWB Dues
- XXXII. Staff Updates
 - 6. Licensing summary for January/February Office Operations
 - 7. ASWB Scores 2016
 - 8. Database and Website changes
 - 9. Update on RPLS
 - 10. Updates on CE Changes/Notice to Licensees
 - 11. Internal Controls Policies
 - 12. Legislative Issues
- XXIII. 2:30 Bureau for Children and Families Guests
- XXIV. Provisional License Application Requests -*2
- XXXV. Employer Applications-*2
 - MAYSP
 - Greater Wheeling Coalition for the Homeless
- XXVI. Other License Requests – 2*
- XXXVII. Disciplinary Report
- XVIII. Continuing Education Committee Appt. Request*
- XXIX. Marshall Accreditation Candidacy Status*
- XL. Next Meeting Date
- XLI. Adjournment *

* require Board approval

WV Board of Social Work
Board Meeting Minutes

March 16, 2017

WV Board of Social Work

Attendance: Rita Brown (Chair), Jody Gottlieb, Patricia O'Reilly, Chris Maniskas

Guests: Tina Mitchell, Susan Richards

Call to Order-Rita Brown

Minutes:

The minutes were amended to reflect that two members (Maniskas and Eates) who were present and not included on the Minutes. It was M/S/P (O'Reilly/Maniskas/all in favor) to approve the January 19 minutes as amended.

Budget/Purchasing Card:

Members were referred to the Monthly Revenue and Expenditure report; this covers the period through February 28, 2017. Vickie reported that year to date revenue is \$162,946 while year to date expenditures are \$118,315.24.

Members were also referred to the P Card Log sheets for the periods of January 3, 2017 through February 2, 2017 for expenditures totaling \$1361.08, for February 10, 2017 through February 17 for expenditures totaling \$494.48. P Card reconciliations and receipts were available for review and Board signature. It was M/S/P O'Reilly/Gottlieb/all in favor) to accept the P Card statement and receipts as presented.

Vickie reported that the ASWB dues invoice was on the agenda as a reminder to obtain the chair's signature on the invoice.

Staff Updates

ASWB Scores: Members were referred to the 2016 Examination Pass Rates in their packets. Also included were the pass rates for comparison for 2014 and 2015.

Database and website changes/Updates on CE Changes/Notice to Licensees: The website has been updated to include information on the continuing education changes which are being promulgated in the legislature. A copy of the announcement with links to online continuing education for the changes with respect to veterans was in the members' packets.

RPLS update: Deferred to the discussion with the Bureau for Children and Families' guests.

Internal Control Policies: Nothing new to report

Legislative Issues: Members were apprised of current legislation that may impact the Board:

- HB 2427 State Phone Directory
- HB 2446 Minimum Requirements for State Agency Web Sites
- HB 2540 Allows volunteers to come into WV and practice with their state license in disasters for 21 days
- HB 2502 Reciprocity

- HB 2631 Extends 18-month time frame when delay is due to respondent/and or his/her counsel.
- HB 2841 Requires Board member attendance to receive per diem
- HB 2984 Occupation Board Reform Act
- HB 3000 State Ombudsman
- HB 2883 Freedom to Prosper
- HB 2180 Creates litigation social worker
- HB 2885 Student Services worker for elementary and middle school in DHHR
- HB 2936 Eliminates Statewide Contracts
- HB 3022 Addresses Fraud in Boards.

Bureau for Children and Family Guests

Tina Mitchell, Deputy Commission of Field Operations and Susan Richards, Director of Training joined the meeting at 2:30 p.m. Topics included the request of Provisionals in DHHR to apply for Restricted status, training reporting, and future steps.

Susan presented a sample of the tracking form for training and the Department's list for Provisional licensees and restricted licenses in the Bureau, noting 180 of Provisional Licensees restricted to DHHR are still employed.

Following discussion, the implementation plan for allowing Provisional Licensees to apply for a restricted license was discussed and agreed on. As occurred last year, Vickie will prepare a memo for all provisional licensees giving them the option to apply. Individuals who do not want to apply for restricted licensure will need to send an acknowledgement back to the Board noting that. A one-month response time will be given and the names of individuals who do not respond at all will be provided to the Bureau for follow up. These individuals will be given another 2 weeks and individuals failing to respond will remain at their current licensure level.

Discussion also ensued on the ability of individuals to leave DHHR at the end of four years and with successful passage of the exam. Following discussion, there appeared to be consensus for alternative testing (DHHR vs. ASWB) and discontinuing the need for supervision for restricted provisional licensees while restricting practice to DHHR, which would require a change in code. The Bureau and Board will continue discussion in this area.

Provisional License Applicants

Two were presented to the Board for review and consideration. Following consideration of the applications, it was M/S/P (Gottlieb/O'Reilly/all in favor) to deny eligibility to the following applicants based on degree major: LW and DS; DS may have her application reconsidered upon enrollment in an MSW program. Vickie will follow up with letters to all applicants.

Employer Applications

Two applications were presented and considered:

- 5) Morgantown Area Youth Services Project for the position of VOICES Counselor/Case Managers;
- 6) Greater Wheeling Coalition for the Homeless for the position of case manager

It was M/S/P (Gottlieb/O'Reilly/all in favor) to approve both applications.

Other application requests

Two individuals were presented:

- 1) LD Seeking WV licensure at the clinical level but is on probation in NC (until at least June) at a clinical associate level.
- 2) TE Requesting 720 Hours of clinical practice and 24 hours of supervision acquired in NC be applied to WV LICSW candidacy; documentation of NC supervision provided.

It was M/S/P (Gottlieb/O'Reilly/all in favor) to 1) Pend consideration of LD's request until the terms of her probation in NC is addressed 2) Approve the request of TE. Vickie will follow up with letters to the applicants.

Disciplinary Report

It was M/S/P (Gottlieb/Maniskas/all in favor to go into executive session, and M/S/P (Gottlieb/Maniskas/all in favor to go out of executive session. It was M/S/P (Maniskas/O'Reilly/all in favor) to accept the Committee's recommendation to 1) dismiss 201515 and 20161 due to no finding of probable cause and 2) assign the following cases for investigation: 20164, 201616, 201621 and 201511 and 3) red flag 20168 and 201624 for future consideration of provisional licensure due to lack of response.

Continuing Education Committee Appointment

Amy McQuade was added to the Continuing Education Committee.

Marshall Accreditation Candidacy Status

The Candidacy status of Marshall's MSW program was shared. It was M/S/P (O'Reilly/Maniskas/Gottlieb recusing) to allow graduates' eligibility for licensure

Next meeting date: May 22 pm at the Board offices.

Meeting Adjourned: It was M/S/P (O'Reilly/Maniskas/all in favor) to adjourn.

Respectfully Submitted,
Vickie James, Executive Director

WEST VIRGINIA BOARD OF SOCIAL WORK

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Office Staff

Vickie James, LCSW
Executive Director

Katie Chambers
Administrative Assistant

Jada Thompson
Administrative Assistant

AGENDA

May 22, 2017

WV Board of Social Work Offices

- I. Call to Order
- II. Disciplinary Committee Report
 - 20174 (Original Complaint received 2/24/2017; 18 month 8/24/2018)
 - 201513 (Original Complaint received 11/16/2015; 18 month 5/16/2017)
 - 210625 (Original Complaint received 12/29/2016; 18 month 6/29/2018)
 - 201626 (Original Complaint received 12/30/2016; 18 month 6/30/2018)
 - 20172 (Original Complaint received 2/2/2017; 18 month 8/2/2018)
 - 20176 (Original Complaint received 4/3/2017; 18 month 8/2/2018)
 - Tara Rush (Consent TR0108-0902 Dec. 2008)
- III. Meeting Minutes (Review and Approval) *
- IV. 3:00 Bureau for Children and Families Guests
- V. Financial Reports
 - Monthly Line Item Report
 - P-Card Reviews *
 - Internal Controls-P Card and Cash Handling*
- VI. Staff Updates
 1. Licensing summary
 2. Update on Continuing Ed implementation/NASW workshop
 3. Office operations/staffing update
 4. Internal Controls Policy-Attendance
 5. Budget 2018
 - Contingency Plan
 - Budget recommendations for 2018
- VII. Provisional License Application Requests -*1
- VIII. Employer Applications-*
 - Family Connections
- IX. Other License Requests – 1*

* require Board approval

- X. Continuing Education Committee
 - PESI, Inc. -Application for Approved Provider Status
- XI. Board Appointments
- XII. Announcements XII
Next Meeting Date
- XIII. Adjournment *

WV Board of Social Work
Board Meeting Minutes

May 22, 2017

WV Board of Social Work

Attendance: Rita Brown (Chair), Jody Gottlieb, Patricia O'Reilly, Chris Maniskas, Lucy Eates, Barbara Heasley, Vickie James

Guests: Kate Campbell, Susan Richards

Call to Order-Patricia O'Reilly

Disciplinary Committee:

It was M/S/P (Gottlieb/Maniskas/all in favor) to go into Executive Session to discuss pending disciplinary complaints. It was M/S/P (Gottlieb/Maniskas/all in favor) to exit Executive Session and the following recommendations were made by the Disciplinary Committee:

- 20174 (Original Complaint received 2/24/2017; 18 month 8/24/2018): Dismiss as no probable cause found
- 201513 (Original Complaint received 11/16/2015; 18 month 5/16/2017) Dismiss as no probable cause found
- 210625 (Original Complaint received 12/29/2016; 18 month 6/29/2018)-Assign for Investigation
- 201626 (Original Complaint received 12/30/2016; 18 month 6/30/2018)- Assign for Investigation
- 20172 (Original Complaint received 2/2/2017; 18 month 8/2/2018)- Assign for Investigation
- 20176 (Original Complaint received 4/3/2017;18 month 8/2/2018)-Dismiss as no probable cause found
- Tara Rush (Consent TR0108-0902 Dec. 2008)-with completion of 12 hours of continuing education, she can have status changed from suspended to expired

It was M/S/P (O'Reilly/Gottlieb/ all in favor with the exception of Eates and Heasley who abstained from voting) to accept the recommendations of the Disciplinary Committee. Vickie will follow up with letters and assignment.

Minutes:

It was M/S/P (O'Reilly/Eates/all in favor) to approve the March 16 minutes as distributed.

Budget/Purchasing Card:

Members were referred to the Monthly Revenue and Expenditure report; this covers the period through May 13, 2017. Vickie reported that year to date revenue is \$206,161 while year to date expenditures are \$156,291.33. However, the Board expects to incur significant legal bills due to disciplinary hearing and other legal costs related to personnel issues.

Members were also referred to the P Card Log sheets for the periods of March 3, 2017 through March 29, 2017 for expenditures totaling \$1658.54, for April 5, 2017 through April 21 for expenditures totaling \$654.96. P Card reconciliations and receipts were available for review and Board signature. It was M/S/P (O'Reilly/Heasley/all in favor) to accept the P Card statement and receipts as presented.

Members were also presented copies of two internal control updates related to 1) Cash handling 2) P Card Vickie reviewed the salient points in each document. It was M/S/P (Gottlieb/O'Reilly/all in favor) to adopt the policies as presented.

Staff Updates

Update on Continuing Education Implementation/NASW Workshop: Vickie reported that the rules have been signed and licensees are being notified with outgoing renewals and by email-specifically for individuals whose renewal date is July and August. The web page also displays the changes with links to online training for the veterans' hours. This was also discussed extensively in the NASW workshop presented by the Board. Martha Minter, Chair of the Continuing Education Committee presented information on making application for Individual events and becoming an approved provider. The session appeared to be well received and was well attended despite being the last session of the conference.

Office Operations: Vickie initiated discussion on current workload needs within the office in relation to disciplinary matters, clinical licensing and candidacy, provisional licensure, legislative issues, and office operations. Katie is working now on provisional licensure and is working 2 days a week but will be leaving at some point once she finishes her MSW. Vickie has responsibility for all other functions and her work day/week has become excessive. The need for another professional position with a social work background and experience was discussed to assist in meeting the professional responsibilities of the office. It was M/S/P (O'Reilly/Heasley/all in favor) to pursue development of at least a part time job position to assist the Executive Director. Pat O'Reilly agreed to work with Vickie in developing the job description.

Internal Control Policy on Attendance: Members were also referred to a copy of the policy in their packet Vickie reviewed the major points, noting that much was adopted/modified from two other Chapter 30 Boards as well as Division of Personnel policies. It was M/S/P (Gottlieb/Heasley/all in favor) to adopt the policy as presented.

Budget 2018: There was discussion on the contingency plan should the Legislature not agree on a budget. As agreed on last year, the Board members continue to define the Executive Director as essential personnel and the office assistants as non-essential since there is a question on if/when individuals might be paid during a shut down. Vickie reported there is not a lot of information about the impact this will have on Chapter 30 Boards and self generating revenue agencies but hopes to learn more about this at an upcoming Association meeting.

Additionally, the Board's budget will need to be submitted at some point next month. Last year, the Board was told that the Secretary of Administration insisted all budgets be entered as the same as the previous year, so it is unclear if this will be a similar expectation this year.

Bureau for Children and Family Guests

Susan updated the Board on the Bureau's training and tracking of provisional licenses restricted to DHHR. She expects to have the first tracking report by July 1. Considerable discussion ensued on what the report might look like; from the Board's perspective, it is unnecessary that the report contains fields of the various trainings participants have taken as the law requires the Department provide an annual reporting. It was agreed that a percentage reporting of compliance for each licensee would meet the intent of the law.

The Bureau is also interested in further pursuing discussions on provisional licensees restricted to DHHR, specifically as it relates to alternative testing, training, supervision and practice restrictions, as well as any accompanying legislation that might be necessary. The need to include the future or interim commissioner was also identified.

Provisional License Applicants

Three were presented to the Board for review and consideration. Following consideration of the applications, it was M/S/P (Gottlieb/Maniskas/all in favor) to approve EM for eligibility and deny eligibility to the following applicants based on degree major. Vickie will follow up with letters to all applicants.

Employer Applications

One application was presented and considered:

- 7) Family Connections for the position of Case Managers;

It was M/S/P (Gottlieb/Heasley/all in favor) to approve both applications.

Other application requests

One individual was presented: AF started clinical supervision in December 2015 without an approved contract and requests consideration that her practice and supervision hours be counted. There was considerable discussion on this issue and there was consensus that she will not have all her hours approved, since this Board's requirements were not met. In determining how many might be considered, the decision was pended until the next meeting. Vickie is to contact the applicant and request that she describe in a letter that describe what she has learned within her practice thus far.

Continuing Education Committee Appointment

The Committee has reviewed the application of two agencies and after certifying that they have met the requirements as set forth by the Board, recommends that they be approved for approved provider status:

- 1) Potomac Highlands Guild
- 2) PESI, Inc.

It was M/S/P (Gottlieb/Eates/all in favor) to accept the recommendations of the Committee.

Board Vacancies

It was M/S/P (Heasley/Gottlieb/all in favor) to go into Executive Session to discuss the outstanding vacancy on the Board and potential candidates. It was M/S/P (Gottlieb/Eates/all in favor) to exit Executive session.

Next meeting date: June 22 pm at the Board offices.

Meeting Adjourned: It was M/S/P (O'Reilly/Maniskas/all in favor) to adjourn.

Respectfully Submitted,
Vickie James, Executive Director

BOARD MEMBERS

WV Code §30-30-4

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LGSW Seat-Vacant

Pursuant to the WV Code §30-30 members continue to serve pending reappointment or other nomination as determined by the Governor.

Board Staff:

VICKIE JAMES, ACSW, LCSW

Executive Director

KEVIN NICHOLS

Administrative Assistant

JASMINE STAVRAKIS

Administrative Assistant

Affiliations

The Board is a member of the Association of Social Work Boards and the WV Association of Licensing Boards.

FINANCIAL REPORT ENDING JUNE 30, 2018

The Board is self-supporting by the collection of fees.

Expenditures and Revenue: July 1, 2016-June 30, 2018

<u>Obj Code</u>	<u>Obj/Svc Name</u>	<u>FY 2018</u>	<u>FY 2017</u>
1200	PERS SERV PERM POS(W/ PR DEDUC)	62,183.35	71,600.02
1201	PERS SERV TEMP POS(W/O PR DEDUCT)	25,827.76	19,251.00
1203	OVERTIME	0	48.00
1206	ANNUAL INCREMENT	0	
2200	PEIA FEES	1,588.74	5,108.70
2202	SOCIAL SECURITY MATCHING	6,560.67	6,765.91
2203	PUBLIC EMPLOYEES INS	3,946.80	4,813.91
2205	WORKERS COMPENSATION	600.00	300.00
2207	PENSION AND RETIREMENT	6,850.31	8,625.40
2208	WV OPEB CONTRIBUTION	2,478.00	2,733.73
3200	OFFICE EXPENSES	4,011.00	2,774.12
3201	PRINTING AND BINDING	266.84	545.28
3202	RENT EXP (REAL PROP) BLDG	14,484.00	13,893.84
3203	UTILITIES	830.10	523.56
3204	TELECOMMUNICATIONS	2,222.97	1,246.10
3205	Internet Service		499.28
3206	CONTRACTUAL SERVICES	300.00	2,107.98
3207	PROFESSIONAL SERVICES	40,544.56	14,998.18
3211	TRAVEL EMPLOYEE	3,708.67	3,562.93
3213	COMPUTER SERVICES INTERNAL	11,725.00	4,700.00
3214	COMPUTER SERVICES EXTERNAL	4,242.32	9,159.64
3217	RENTAL (MACHINE & MISC)		2,164.50
3218	ASSOC DUES & PROF MEMBERS		1,000.00
3219	FIRE/AUTO/BOND/ & OTHR IN	2,920.00	2,668.00
3220	FOOD PRODUCTS	126.73	
3233	HOSPITALITY	490.76	150.68
3241	MISCELLANEOUS		75.94
3242	TRAINING & DEV - IN STATE	1,593	465.00
3244	POSTAL	5,576.85	7,367.77
3245	FREIGHT	240.93	
3247	SOFTWARE LICENSES		2,048.96
3248	COMPUTER EQUIPMENT		2,434.95
3252	MISC EQUIPMENT PURCHASES	5513.62	
3272	PEIA RESERVE TRANSFER	580.00	840.00
6101	COMMUNICATION EQUIPMENT REPAIRS		
3324	STATE TREASURER'S OFFICE FEES	75.00	60.00
6100	OFFICE REPAIRS		125
	Total Expenditures	\$211,573.34	\$192,658.38
	Total Revenue	\$221,813.50	\$230,276.00
	Total Fund: 8513	\$10,240.26	\$37,617.62
	Year End Operating Cash Balance	\$317,565.26	\$307,325.00

Revenue Source

Continuing Education	4,436
Late Fees	11,091
Social Work Permits	8,900
License Renewal	139,750
New Licenses	24,400
Provisional Licenses	26,565
Miscellaneous Fees	6,671
Total	\$221,813

CATEGORIES OF SOCIAL WORK LICENSURE IN WEST VIRGINIA

Licensed Social Workers

W Va. Code §30-30-8, §30-30-10, §30-30-12, §30-30-14

WV has four levels of licensure

A-Licensed Social Worker

B-Licensed Graduate Social Worker

C-Licensed Certified Social Worker

D-Licensed Independent Clinical Social Worker

TITLE	INITIALS	EDUCATION	POST-GRAD EXPERIENCE	SUPERVISION REQUIRED	ASWB EXAM REQUIRED
Level A - Social Worker	LSW	BSW*	N/A	N/A	Bachelors
Level B - Graduate Social Worker	LGSW	MSW	N/A	N/A	Masters
Level C - Certified Social Worker	LCSW	MSW	2 years	N/A	Advanced-Generalist
Level D - Independent Clinical Social Worker	LICSW	MSW	2 years full time/3,000 hours clinical	2 years / 100 hours	Clinical

**Individuals with related degrees as specified in legislative rule may obtain licensure as a LSW by complying with all the terms of a four year provisional licensure period.*

The beginning letter of the license number will denote what level of licensure and scope of practice an individual is practicing.

For the period of July 1, 2016 to June 30, 2018, 453 new licenses were issued. As of June 30, 2018, there were 3,437 individuals who were actively practicing with a regular license, meaning they have successfully passed the exam commensurate with their licensure level.

Temporary Social Work Permits

WV Code §30-30-22

Social Work Permits are issued to new graduates of BSW or MSW programs. Individuals in their last semester of coursework may also make application for a temporary permit. The permit is issued for six months, which allows the individual to seek employment and practice while he/she prepares to sit for the Bachelors or Masters exam. The individual must test within the six-month period, but may obtain additional up to three additional permits if necessary, before a petition needs to be made to the Board for additional considerations. For the period of July 1, 2016 to June 30, 2018, 349 permits were issued for both BSW and MSW graduates.

Provisionally Licensed Social Workers

WV Code §30-30-16

A Provisional License is an alternative pathway for individuals desiring to practice social work but who do not have a degree in social work. A Provisional License permits individuals with a degree related to social work to practice with a Board approved employer under the supervision of a degreed and licensed social worker. Within the four-year period of supervised employment, the individual must complete four core classes in social work (either online or at the social work program of choice) and successfully sit for the Bachelor's exam. The individual will then be able to convert his/her provisional license to become a Licensed Social Worker.

The Bureau for Children and Families also has a special category of licensure as a result of SB 559 which permits the Bureau to hire individuals with any Bachelor's degree; these individuals are not subject to the academic course requirement of a Provisional Licensee.

For the past two fiscal years, 368 individuals have been issued Provisional Licenses. This number is 40 or 10% less than the previous biennial period. The Department hired 297 (a decrease of about 37 or 11% over the preceding 2-year period) of those individuals. The majority of these licenses were Provisional Licenses Restricted to DHHR (214) and the remaining were Provisional Licenses (83); however, 93 of those with a restricted license had a degree related to social work.

The private sector accounted for 71 of those licensed provisionally

Of the licenses issued in this two-year period, 88 individuals have since left employment and terminated the provisions of their agreement -73 in DHHR (54 or 34% of those issued a restricted license and 19 or 24% of those provisionally licensed in the Department in the biennial period). Fifteen or 21% of those provisionally licensed in the private sector left employment.

As of June 30, 2018, 460 individuals were practicing with a Provisional License.

LICENSE STATISTICS

A. New Licenses Issued from July 1, 2016 through June 30, 2018

	FY 2018	FY 2017
Social Work Permits (BSW & MSW Graduates) ¹	189	160
Provisional/Restricted -Other Degree	214	180
LSW LGSW LCSW LICSW Issued	201	207
LSW Via Alternative Provisional License Process	<u>17</u>	28
Total New Licenses Issued	621	575

** This is duplicative number as a substantial number of permits converted to full licensure within this time period*

B. Total Active Licenses by Category (includes new issues):

	FY 2018	FY 2017
Social Work Permits-BSW & MSW Graduates	117	123
Provisional/Temporary -Other Degree	472 ¹	397
Licensed Social Worker	1946	2072
Licensed Graduate Social Worker	686	657
Licensed Certified Social Worker	264	307
Licensed Independent Clinical Social Worker	<u>541</u>	<u>496</u>
Total Active Social Workers as of June, 30	4026	4052

¹ Includes 334 individuals provisionally licensed as per SB 559

C. Inactive Status Licenses Issued (Individuals not currently practicing but who are eligible to activate license to take social work employment):

	FY 2018	FY 2017
	76	79

LICENSING EXAMINATION

The Association of Social Work Boards (ASWB) owns and maintains the social work licensing examinations that are used to test a social worker’s competence to practice ethically and safely. The exams provided by the Association of Social Work Boards are used in every U.S. state except California, as well as the District of Columbia, ASWB develops and maintains four categories of social work licensure examinations: Bachelors, Masters, Advanced Generalist, and Clinical.

ASWB provides the following pass rates annually to the Board of Social Work. They note that percentages of pass and fail rate ‘are most representative of groups numbering more than 200. These percentages are not representative of groups with fewer than 100 candidates, and generalization should not be made from rates for these groups.’ The table below is representative of individuals taking the examination for the first time and does not reflect pass rates for individuals who retested in the same exam category.

Pass Rates for 2018

Exam Category	National			WV		
	Total Number of Examinations	Number passed	Percentage Pass Rate	Total Number of Exams	Number	Percentage Pass Rate
Bachelors	4,437	3,448	77.77	109	72	66.1
Masters	16,839	13,679	81.2	92	76	82.6
Advanced Generalist	163	96	58.9	20	9	45
Clinical	16,045	12,578	78.4	39	34	87.2

Pass Rates for 2017

	Total Number of Examinations	Number passed	Percentage Pass Rate	Total Number of Exams	Number	Percentage Pass Rate
Bachelors	4,097	3,145	76.8	125	78	62.4
Masters	15,442	12,535	81.2	107	84	78.5
Advanced Generalist	176	100	56.8	13	8	61.5
Clinical	13,598	10,910	78.2	22	17	77.3

**Active Social Work Licenses by County
June 30, 2018**

County	Number of LSWS	Number or LGSWs	Number of LCSWs	Number of LICSWs	Total Active Licenses by County
Barbour	26	2	1		29
Berkeley	55	39	6	52	152
Boone	13	7	1		21
Braxton	10	2	1	1	16
Brooke	8	5	4	3	20
Cabell	129	24	25	25	203
Calhoun	12				12
Clay	7	2	1		10
Doddridge	2		1		3
Fayette	59	15	2	14	90
Gilmer	11	2	1	1	15
Grant	14	3		1	18
Greenbrier	46	13	4	12	75
Hampshire	6	8	1	6	21
Hancock	14	2	4	3	23
Hardy	8	7	2	3	20
Harrison	66	32	6	10	114
Jackson	22	4	2	6	34
Jefferson	21	15	7	32	72
Kanawha	226	59	34	42	361
Lewis	27	3	2	4	36
Lincoln	22	1	1	1	25
Logan	36	3		1	40
Marion	41	39	13	19	112
Marshall	21	9	1	5	36
Mason	26	2	1		28
McDowell	20	1			21
Mercer	93	19	3	14	129
Mineral	23	9	2	3	37
Mingo	24	2			31
Monongalia	56	116	24	61	257
Monroe	15	2		2	19

County	Number of LSWS	Number or LGSWs	Number of LCSWs	Number of LICSWs	Total Active Licenses By County
Morgan	4	2	1	3	10
Nicholas	29	7	2	1	39
Ohio	61	25	12	27	125
Out of state	162	81	37	118	398
Pendleton	3		1	3	7
Pleasants	3			1	4
Pocahontas	6		1	2	9
Preston	21	15	4	10	50
Putnam	60	22	5	3	90
Raleigh	156	30	15	23	224
Randolph	39	12	7	3	61
Ritchie	4	1			5
Roane	12	2	4	2	20
Summers	17	4	1	1	22
Taylor	14	4	4	1	23
Tucker	3	2			5
Tyler	4	1		1	6
Upshur	28	2		4	36
Wayne	25	5	3	1	34
Webster	9	3	1		13
Wetzel	14	4		2	18
Wirt	3			1	4
Wood	81	16	8	12	117
Wyoming	29	2			31
Total FY 2018	1946	686	264	541	3437
Total FY 2017	1945	657	307	496	3405

COMPLAINT AND DISCIPLINARY ACTION REPORT 25CSR6

All complaints against a license are referred to the Disciplinary Committee within the Board of Social Work. The committee gathers information during preliminary inquiry, monitors consent order compliance, and makes recommendation to the Board for resolution.

Summary of Complaints July 1, 2016 through June 30, 2018

Date Received	Case Number	Allegations of Complaint	Resolution	Date of Resolution
6/30/2016	201614	Violation of confidentiality, false documentation, fraud, unprofessional conduct	Board found no probable cause	2/23/2018
8/8/2016	201615	Alleges unfair treatment due to non-compliance with treatment	Disciplinary Committee reviewed/did not accept complaint	8/25/2016
9/12/2016	201616	Falsification of home visit	Probable Cause found 1/19; accepted consent decree on 3/5/18	3/6/2018
		Case assignment/numbering error		
9/19/2016	201618	Violation of agency policy after employee filed a harassment complaint	Disciplinary Committee reviewed/did not accept complaint-personnel issue	10/14/2017
9/28/2016	201619	Multiple complaints re CPS issues and termination of rights	Disciplinary Committee reviewed/did not accept complaint	10/14/2017
10/7/2016	201620	Employee is engaged to a juvenile (not a client)	Disciplinary Committee reviewed/did not accept complaint -no jurisdiction	10/14/2016
10/24/2016	201621	Used her capacity as an LSW to gain records on relative in another state	Reprimand by consent	5/18/2018
12/14 & 29	201622	Anonymous complaints about a facility and redundant with 20161	Disciplinary Committee reviewed/did not accept complaint -no jurisdiction	5/22/2017
12/20/2016	201623	Alleged child moved without visit-	Disciplinary Committee reviewed/did not accept complaint -no jurisdiction	2/2/2017
12/29/2016	201624	False Documentation-DHHR	Individual is a restricted license and lost license with termination. Board accepted Disciplinary Committee recommendation to close active case with no consideration for additional licensure while allegations remain unanswered.	3/16/2017
12/29/2016	201625	False Documentation-DHHR	Board voted to dismiss	8/23/2018
12/30/2016	201626	Boundary issue w/ female	Board voted to dismiss	8/23/2018
1/30/2017	20171	Anonymous complaints about a facility and redundant with 20161	Disciplinary Committee reviewed/did not accept complaint -no jurisdiction	5/22/2017

Date Received	Case Number	Allegations of Complaint	Resolution	Date of Resolution
2/2/2017	20172	Failure to document	Board voted to dismiss	10/12/2018
2/16/2017	20173	CPS multiple issues -anonymous complaint	Disciplinary Committee reviewed/did not accept complaint	2/17/2016
2/24/2017	20174	Failure to obtain informed consent and to refer to another professional with more expertise	Board found no probable cause	5/22/2017
3/30/2017	20175	Conflict of interest in placement of child	Board found no probable cause	6/22/2017
4/3/2017	20176	Complaints re: therapeutic relationship w foster child	Board found no probable cause	5/22/2017
4/17/2017	20177	Complaint re: end of life care of spouse	Disciplinary Committee reviewed/did not accept complaint	5/5/2017
4/26/2017	20178	Complaints regarding social worker's/neighbor's dog	Disciplinary Committee reviewed/did not accept complaint	5/5/2017
5/11/2017	20179	Complaints regarding therapeutic relationship/confidentiality	Active investigation	
5/11/2017	201710	Unspecified complaints regarding personal feelings of social worker	Disciplinary Committee reviewed/did not accept complaint	5/23/2017
6/30/2017	201711	Anonymous complaint alleging sexual misconduct when provisional licensed candidate was not a social worker	Disciplinary Committee reviewed/did not accept complaint	7/21/2017
7/18/2017	201712	Complaints re: marital therapy and access to records	Disciplinary Committee reviewed/did not accept complaint	9/18/2017
9/27/2017	201713	Concerns re: CPS/termination of daughter's rights	Disciplinary Committee reviewed/did not accept complaint	10/13/2017
10/12/2017	201714	Complaint against social worker following termination of parental rights	Disciplinary Committee reviewed/did not accept complaint	12/15/2018
10/18/2017	201715ED	Derogatory remarks about coworker	Board found no probable cause	2/23/2018
10/18/2017	201716OF	Anonymous complaint claiming social worker was included as a beneficiary in a client's will	Disciplinary Committee reviewed/did not accept complaint	12/15/2018
10/19/2017	201717JD	Sexual misconduct with a client, confidentiality breach, derogatory language	Disciplinary action pending following investigation	
10/23/2017	201718TW	Confidentiality breach	Active investigation	
11/15/2017	201719DR	Falsification of license	Sent to Prosecuting Attny.	
11/27/2017	201720RY	Claiming to be licensed social worker but license is inactive	Board voted on 2/23/18 to issue request to change literature from 20+ to 13 yrs.	3/18
1/3/2018	20181NT	Allegation that he solicited client from former employer	Board found no probable cause	2/15/2018
1/23/2018	20182AS	Questioned professionalism in disagreement with client	No jurisdiction as she is not licensed in WV	1/24/2018
3/15/2018	20183DS	Felony and MD sanction history not reported on application	Board found no probable cause after investigation	8/23/2018
3/19/2018	20184JA	Withholding relevant information which impacted service outcome	Board found no probable cause after investigation	10/16/2018
4/9/2018	20185WS	Falsification of visit	Active investigation	

Date Received	Case Number	Allegations of Complaint	Resolution	Date of Resolution
4/9/2018	20186TF	Sexual relationship and harassment w/ subordinate	Disciplinary action pending following investigation	
NUMBER ERROR?	20187 20188			
4/30/2018	20189TS	Ongoing complaints regarding social worker's/neighbor's dog (first received 4/2017)	Disciplinary Committee did not accept -no jurisdiction	7/19/2018
5/1/2018	201810PC	Intimidation and threats with students	No jurisdiction as he is not licensed in WV	7/9/18
5/23/2018	201811	Unspecified CPS complaints	Disciplinary Committee did not accept 6/14/2018-no jurisdiction as complaint did not identify social worker	7/19/2018
6/4/2018	201812VH	Complaints about care of spouse with Alzheimer's	No jurisdiction-alleged respondent not a social worker	7/2/2018
6/25/2018	201813JS	Dual relationship with client	Board assigned for investigation 10/12/2018	
6/27/2018	201814MA	Falsified contacts/documentation	Board assigned for investigation 8/23/2018	
6/27/2018	201815JR	Falsified contacts/documentation	Board assigned for investigation 10/12/2018	

Provisional Licenses Issued July 1, 2016-June 30, 2018

ORIGINAL ISSUE DATE	EXPIRATION DATE	LICENSE NUMBER	FIRST NAME	LAST NAME	STATUS	HOME COUNTY
7/5/2016	11/4/2016	PL071613997	Brooke	Lewis	Expired	Hampshire
7/6/2016	9/9/2016	RPL061613995	Keith	Mosteller	Expired	Lincoln
7/8/2016	7/8/2020	RPL071614001	Arin	Meinschein	Active	Berkeley
7/8/2016	7/8/2020	PL071614009	Gabrielle	Jones	Active	Fayette
7/11/2016	7/11/2020	PL071614014	Jessica	Rea	Active	Berkeley
7/11/2016	7/11/2020	PL071614006	Jessica	Deardorff	Active	Morgan
7/15/2016	4/1/2017	RPL071614005	Kelly	Clark	Expired	Kanawha
7/18/2016	7/18/2020	PL071614016	Alisha	Vincent	Active	Harrison
7/18/2016	7/18/2020	PL071614015	Laura	Arbaugh	Active	Nicholas
7/18/2016	7/18/2020	PL071614017	Lisa	Wiethe	Active	Ohio
7/19/2016	12/20/2016	PL071614007	Kari	Hudson	Expired	Kanawha
7/19/2016	7/19/2018	PL071614008	Jamie	Coen-Pickens	Expired	Ohio
7/21/2016	8/25/2020	RPL081614021	Stephanie	Waggoner	Active	Tyler
7/25/2016	5/11/2017	PL071614022	Courtney	Sexton	Expired	Cabell
7/25/2016	7/25/2020	PL071614028	Andrew	Reed	Active	Taylor
8/4/2016	4/25/2018	RPL081614025	Miriam	Seay	Expired	Mercer
8/4/2016	5/1/2018	RPL081614027	Andrea	Cook	Expired	Wyoming
8/8/2016	8/8/2020	PL081614029	Shannon	Dolin	Active	Greenbrier
8/8/2016	8/8/2018	PL081614039	Anna	Klosek	Expired	Wood
8/9/2016	8/9/2020	RPL081614043	Judith	Bogges	Active	Marion
8/11/2016	9/15/2016	RPL081614045	Katherine	Mitchell	Expired	McDowell
8/12/2016	10/31/2017	PL081614032	Jeffrey	Lane	Expired	Logan
8/12/2016	10/31/2017	PL081614032	Jeffrey	Lane	Expired	Logan
8/12/2016	8/12/2020	RPL081614038	Carrie	Poier	Active	Preston
8/15/2016	8/15/2020	PL081613322	Diane	Martin	Active	Berkeley
8/16/2016	8/16/2020	RPL081614051	Mark	Harvath	Active	Monongalia
8/17/2016	5/17/2017	PL081614063	Angela	Mullens	Expired	Raleigh
8/17/2016	12/31/2016	RPL081614044	Sylvia	Cannaday	Expired	Wyoming
8/18/2016	8/18/2020	RPL081614052	Brandon	Tucker	Active	Kanawha

Provisional Licenses Issued July 1, 2016-June 30, 2018

ORIGINAL ISSUE DATE	EXPIRATION DATE	LICENSE NUMBER	FIRST NAME	LAST NAME	STATUS	HOME COUNTY
8/22/2016	6/28/2017	PL081614057	Alektra	Watts	Expired	Kanawha
8/22/2016	6/28/2017	PL081614055	Joshua	Culbertson	Expired	Kanawha
8/23/2016	1/9/2019	RPL011714159	Amy	Scarbro	Active	Kanawha
8/23/2016	8/23/2020	RPL081614060	Shawn	Lockard	Active	Pendleton
8/24/2016	4/6/2017	RPL081614047	Samantha	Johnson-Carlyle	Expired	Taylor
9/7/2016	9/7/2020	PL091614088	Samantha	Shaffer	Active	Randolph
9/9/2016	9/9/2020	RPL091614084	Louressia	Farmer	Active	Mercer
9/12/2016	5/28/2017	RPL091614067	David	Greer II	Expired	Fayette
9/12/2016	11/9/2018	RPL091614068	Rachel	Buzzo	Expired	Lewis
9/19/2016	9/19/2020	PL091614127	Cassie	Queen	Active	Ohio
9/21/2016	9/21/2018	PL091614078	Jeremiah	Williamson	Expired	Wayne
9/23/2016	5/15/2017	RPL091614081	Tonya	Carpenter	Expired	Lewis
9/23/2016	7/13/2020	RPL071814080	Jason	Burns	Active	Marion
9/23/2016	10/7/2016	PL091614082	Susan	Copolo	Expired	Mercer
9/26/2016	9/26/2020	RPL091614083	Rebecca	Perry	Active	Logan
9/28/2016	4/27/2018	RPL091614086	Alexis	Lester	Expired	Mercer
9/28/2016	9/12/2020	PL091614085	Kelsey	Cline	Active	Out of State
10/3/2016	10/3/2020	PL101614099	Charles	Hoover, JR.	Active	Lincoln
10/6/2016	10/6/2020	RPL101614094	Christal	Miller	Active	Berkeley
10/7/2016	9/28/2020	PL091614090	Roberta	Simons	Active	Lewis
10/7/2016	9/19/2020	PL091614092	Elaine	Taylor	Active	Mason
10/7/2016	9/26/2020	PL091614093	Ariel	Hodges	Active	Mercer
10/14/2016	10/14/2020	RPL101614097	Eric	Thomas	Active	Kanawha
10/17/2016	2/8/2017	RPL101614096	Brianna	Smith	Expired	Raleigh
10/19/2016	10/19/2018	RPL111614114	Laura	Johnson	Expired	Out of State
10/19/2016	11/18/2016	RPL111614112	Renee	Alderton	Expired	Berkeley
10/19/2016	10/19/2018	PL101614104	Laura	Davis	Expired	Lewis
10/19/2016	10/19/2018	RPL101614108	Dakota	Hawkins	Expired	Upshur
10/21/2016	5/22/2018	PL101614105	Erin	Robinson	Expired	Out of State
10/21/2016	5/12/2019	RPL051714103	Kristin	Gannon	Active	Raleigh

Provisional Licenses Issued July 1, 2016-June 30, 2018

ORIGINAL ISSUE DATE	EXPIRATION DATE	LICENSE NUMBER	FIRST NAME	LAST NAME	STATUS	HOME COUNTY
10/24/2016	10/24/2020	RPL101614120	Tasha	Ruppert	Active	Jackson
10/28/2016	2/28/2017	RPL101614111	Nikole	Kidd	Expired	Mason
10/31/2016	10/31/2020	RPL101614119	Cory	Elliott	Active	Upshur
11/2/2016	11/2/2020	RPL111614116	Brandi	Barnett	Active	Kanawha
11/3/2016	11/3/2020	PL111614117	Brittany	Craft	Active	Nicholas
11/7/2016	11/7/2020	RPL111614123	Shelly	Little	Active	Nicholas
11/9/2016	9/1/2017	PL111614132	Lois	Pauley	Expired	Cabell
11/9/2016	11/9/2018	RPL111614124	Krista	Pyles	Expired	Randolph
11/14/2016	11/14/2020	RPL111614134	Amanda	Newman	Active	Monongalia
11/16/2016	11/16/2018	RPL111614125	Cote	Funkhouser	Expired	Monongalia
11/18/2016	11/18/2020	PL111614129	Joshua	Phipps	Active	Monroe
11/21/2016	11/21/2020	PL111614141	Leah	Williams	Active	Fayette
11/21/2016	11/21/2018	PL111613272	Shonda	Leach	Expired	Kanawha
11/21/2016	11/21/2018	PL111614131	Ashli	Goodman-Twitty	Expired	Mercer
11/23/2016	11/23/2018	PL111614143	Rachel	Biesemeyer	Expired	Greenbrier
11/28/2016	11/28/2020	RPL111614142	Patricia	Hartley	Active	Taylor
12/2/2016	12/2/2018	RPL121614140	Antoinette	Burke	Active	Kanawha
12/9/2016	12/9/2018	PL121614148	Ashton	McDaniel	Active	Kanawha
12/12/2016	12/12/2018	RPL121614144	Kayleigh	Jackson	Active	Hampshire
12/13/2016	12/13/2018	PL121614146	Jigna	Patel	Active	Out of State
12/16/2016	12/16/2018	PL121614150	Linda	Compton	Active	Kanawha
12/21/2016	12/21/2018	RPL121614153	Breanna	Rogers	Active	Jackson
12/21/2016	5/17/2020	RPL051814151	Meaghen	Broadwater	Active	Marion
12/21/2016	12/21/2018	RPL121614152	Travis	Booten	Active	Mingo
12/22/2016	9/14/2018	RPL121614158	Tessa	Domico	Expired	Marion
12/23/2016	5/19/2017	RPL121614154	Courtney	Lambert	Expired	Mineral
12/27/2016	12/27/2018	PL121614164	Brittney	Smallwood	Active	Hardy
12/27/2016	4/30/2018	RPL121614157	Steven	Hemstreet	Expired	Out of State
12/30/2016	9/1/2017	PL121614158	Rebecca	Parks	Expired	Brooke
1/3/2017	1/3/2019	RPL011714155	Miranda	Cobb	Expired	Cabell

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1/11/2017	7/9/2020	RPL071814165	Rebecca	Blevins	Active	Braxton
1/11/2017	1/11/2019	RPL011714192	Diamond	Brown	Active	Marion
1/13/2017	1/13/2019	RPL011714167	Kaila	McReynolds	Active	Mercer
1/18/2017	1/18/2019	RPL011714170	Kelley	Morris	Active	Kanawha
1/19/2017	1/19/2019	PL011714171	Amber Jo	Teel	Active	Roane
1/20/2017	1/20/2019	PL011714173	Larry	Gue	Active	Cabell
1/23/2017	1/23/2019	PL011714174	Freddie	Maxwell Jr	Active	Out of State
1/24/2017	6/1/2017	RPL011714175	Tyler	Gee	Expired	Greenbrier
1/27/2017	1/27/2019	RPL011714178	Cheyney	Straughter	Active	Kanawha
1/27/2017	6/29/2019	RPL061714179	Chelsea	Freeland	Active	Out of state
1/30/2017	1/30/2019	PL011714181	Amy	Fisher	Active	Lewis
1/30/2017	1/30/2019	RPL011714193	Alycia	Adkins	Active	Out of state
2/1/2017	4/25/2018	RPL021714182	Deysia	Cooper	Expired	Berkeley
2/1/2017	11/9/2018	RPL021714183	Katrina	Scammell	Expired	Ohio
2/2/2017	5/30/2017	PL021714184	Carolyn	Senderak	Expired	Harrison
2/2/2017	2/2/2019	PL021714189	Melanie	Hairston	Active	Kanawha
2/2/2017	2/2/2019	PL021714185	Heather	McCoy	Active	Kanawha
2/6/2017	2/6/2019	RPL021714188	Kelly	Yoak	Active	Gilmer
2/6/2017	2/6/2019	RPL021714186	Jason	Cantwell	Active	Wood
2/7/2017	7/18/2018	PL011814190	Jessica	Miller	Expired	Harrison
2/7/2017	7/18/2018	PL011814190	Jessica	Miller	Expired	Harrison
2/7/2017	2/7/2019	RPL021714191	Jayde	Rogers	Active	Kanawha
2/13/2017	2/13/2019	PL021714195	Jennifer	Kunkle	Active	Monongalia
2/14/2017	2/14/2019	RPL021714211	Samina	Fowler	Active	Boone
2/14/2017	2/14/2019	RPL021714205	Randall	Cook	Active	Gilmer
2/14/2017	2/14/2019	RPL021714212	Vanita	Dowell	Active	Mercer
2/15/2017	2/15/2019	PL021714200	Cheyenne	Meadows	Active	Nicholas
2/22/2017	2/22/2019	PL021714210	Christopher	Hostetter	Active	Lincoln
2/22/2017	6/25/2018	RPL021714202	Jason	Cline	Expired	Mercer
2/23/2017	2/13/2019	PL021714204	Tiffani	Dixon	Active	Raleigh

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2/24/2017	2/24/2019	PL021714217	Megan	Wetzel	Active	Barbour
2/24/2017	2/24/2019	PL021714220	Samantha	Hicks	Active	Fayette
2/24/2017	2/24/2019	RPL021714206	Flora	Bott	Active	Harrison
2/24/2017	4/24/2017	RPL021714215	Chauncey	Fonner	Expired	Wayne
3/2/2017	3/1/2019	RPL031714213	Toni	Nething	Active	Wetzel
3/3/2017	5/31/2017	RPL031714221	Johnathan	Cook	Expired	Greenbrier
3/3/2017	8/3/2017	RPL031714218	Samantha	Wooten	Expired	Kanawha
3/13/2017	3/13/2019	PL031714228	Brittney	McBee	Active	Berkeley
3/13/2017	3/13/2019	RPL031714226	Kobie	Coburn	Active	Logan
3/15/2017	3/15/2019	PL031714224	Tamika	Pugh	Active	Kanawha
3/20/2017	8/21/2017	PL031714227	Nadine	Lloyd	Expired	Doddridge
3/21/2017	3/21/2019	PL031714234	Heron	Adkins	Active	Cabell
3/21/2017	5/22/2018	RPL031714233	Vanity	Harrah	Expired	Fayette
3/24/2017	3/24/2019	RPL031714246	Amanda	Fain	Active	Cabell
3/24/2017	3/24/2019	PL031714252	Logan	Powell	Active	Cabell
3/24/2017	3/24/2019	RPL031714238	Patricia	White	Active	Harrison
3/24/2017	3/24/2019	PL031714235	Kiara	Burnoski	Active	Monongalia
3/27/2017	7/22/2017	RPL031714231	Rodney	McKnight	Expired	Cabell
3/27/2017	3/27/2019	RPL031714237	Katherine	Mansheim	Active	Kanawha
4/3/2017	4/3/2019	PL041714254	Ashley	Jackson	Active	Cabell
4/3/2017	4/3/2019	RPL041714236	Duane	Collins	Active	Tyler
4/6/2017	4/6/2019	RPL041714264	Alecia	Carroll	Active	Out of State
4/6/2017	4/6/2019	RPL041714257	Aaron	Pauley	Active	Wood
4/7/2017	9/27/2017	PL041714268	Ashlea	Reynolds	Expired	Raleigh
4/11/2017	4/11/2019	RPL041714271	Malissa	Casto	Active	Jackson
4/12/2017	8/10/2018	RPL041714274	Kevon	Clodfelter	Expired	Raleigh
4/21/2017	4/21/2019	RPL041714288	Lyndsey	McGuire	Active	Mingo
4/24/2017	7/6/2018	RPL041714289	Loretta	Taylor	Expired	Out of State
4/25/2017	6/7/2018	RPL041714353	Kellie	Desrosiers	Expired	Summers
5/15/2017	5/15/2019	PL051714311	Stephanie	Lacy	Active	Mercer

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5/18/2017	5/18/2019	RPL051714295	Cody	Postlethwait	Active	Jackson
5/18/2017	5/18/2019	RPL051714294	Jessilyn	Weekley	Active	Jackson
5/18/2017	1/5/2018	RPL051714293	Kourtnei	Roudybush	Expired	Mineral
5/22/2017	9/5/2018	PL051714361	Kasey	Bazan	Expired	Out of State
5/23/2017	5/23/2019	PL051714308	Haley	Mays	Active	Logan
5/25/2017	4/3/2018	PL061714320	Sarah	Graham	Expired	Mercer
5/25/2017	5/25/2019	PL051714304	Anna	Butcher	Active	Monongalia
5/26/2017	12/1/2017	PL051714306	Rebecca	Dye	Expired	Calhoun
5/26/2017	5/26/2019	PL051714307	Tiffany	Marino	Active	Randolph
5/31/2017	5/31/2019	RPL051714312	Robin	Schoolcraft	Active	Kanawha
6/2/2017	6/2/2019	RPL061714313	Jonathan	Hurd	Active	Berkeley
6/5/2017	6/5/2019	PL061714317	Kimberly	Lee	Active	Greenbrier
6/8/2017	6/8/2019	PL061714324	Jamie	Carrier	Active	Cabell
6/8/2017	6/8/2019	PL061714322	Rachel	Duffelmeyer	Active	Doddridge
6/8/2017	6/8/2019	PL061714323	Erica	Ramsey	Active	Mercer
6/13/2017	6/13/2019	PL061714341	Megan	Maynor	Active	Kanawha
6/15/2017	6/15/2019	PL061514326	Danyale	Lane Sibray	Active	Kanawha
6/22/2017	6/22/2019	RPL061714333	Anita	Hutzell	Active	Randolph
6/23/2017	6/23/2019	RPL061714330	Joseph	DaSilva	Active	Upshur
6/27/2017	6/27/2019	PL061714342	Lori	Singleton	Active	Harrison
6/27/2017	6/27/2019	RPL061714337	Rebecca	Drewry	Active	Jefferson
6/27/2017	3/30/2018	RPL061714354	Meghan	Edwards	Expired	Ritchie
6/28/2017	6/28/2019	PL061714340	Chloe	McClung	Active	Kanawha
6/28/2017	6/28/2019	RPL061714332	Carolyn	Shultz	Active	Taylor
6/29/2017	8/28/2018	RPL061714336	Danielle	Stewart	Expired	Wyoming
6/30/2017	6/30/2019	RPL061714334	Ashley	Ranson	Active	Logan
6/30/2017	11/1/2020	PL111814335	Alexandria	Jennings	Active	Mercer
6/30/2017	11/1/2020	PL111814335	Alexandria	Jennings	Active	Mercer
7/5/2017	7/5/2019	RPL071714338	Joyce	Felegie	Active	Jefferson
7/10/2017	7/10/2019	RPL071714350	Lori	Robinson	Active	Braxton

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7/10/2017	7/10/2019	RPL071714339	Rachel	Truman	Active	Clay
7/10/2017	7/10/2019	RPL071714339	Rachel	Truman	Active	Clay
7/12/2017	7/12/2019	RPL071714352	Crista	McLamara	Active	Berkeley
7/12/2017	7/12/2019	RPL071714352	Crista	McLamara	Active	Berkeley
7/13/2017	8/24/2017	RPL071714346	Tierra	Copeland	Expired	Cabell
7/14/2017	7/14/2019	RPL071714357	Holly	Garten	Active	Fayette
7/14/2017	7/14/2019	PL071714356	Hailey	Gidley	Active	Marion
7/18/2017	7/18/2019	PL071714359	Bonnie	Viani	Active	Taylor
7/20/2017	7/20/2019	PL071714373	Darlene	Murphy	Active	Ritchie
7/24/2017	7/24/2019	RPL071714363	David	Leighton	Active	Berkeley
7/24/2017	7/24/2019	PL071714360	Katelin	Johnson	Active	Wood
7/26/2017	7/26/2019	RPL071714366	Timothy	Meadows	Active	Nicholas
7/28/2017	7/28/2019	PL071714362	Susan	Oxley	Active	Kanawha
7/31/2017	7/31/2019	RPL071714379	Rodney	Blankenship	Active	Nicholas
8/2/2017	8/2/2019	PL081714371	Danna	Hinkle	Active	Out of State
8/3/2017	8/3/2019	PL081714372	Elizabeth	Shain	Active	Barbour
8/3/2017	8/3/2019	PL081714369	Santana	Swan	Active	Randolph
8/4/2017	8/4/2019	RPL081714378	Heather	Hanshaw	Active	Fayette
8/7/2017	8/7/2019	PL081714388	Caitlin	Brown	Active	Hampshire
8/7/2017	8/7/2019	PL081714403	Eppie	Saunders	Active	Mercer
8/7/2017	8/7/2019	RPL081714377	Susan	Tackett	Active	Out of State
8/8/2017	10/30/2018	PL081714383	Jeanette	Pool	Expired	Marion
8/15/2017	8/15/2019	RPL081714376	Brandice	Bragg	Active	Jackson
8/18/2017	8/18/2019	RPL081714387	Allison	Cole	Active	Roane
8/24/2017	8/24/2019	RPL081714400	Lydia	Bailey	Active	Marion
8/28/2017	8/28/2019	PL081714401	Morgan	Copley	Active	Cabell
8/28/2017	8/28/2019	PL081714397	Jessica	Hankins	Active	Out of State
8/28/2017	8/28/2019	RPL081714398	Stephen	Postle	Active	Putnam
8/28/2017	8/28/2019	RPL081714399	Tara	Frederick	Active	Webster
9/5/2017	4/25/2018	RPL091714416	Roxane	McAtee	Expired	Gilmer

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9/6/2017	9/6/2019	RPL091714404	Diane	Anderson	Active	Wetzel
9/7/2017	9/7/2019	PL091714408	Brigid	Ryan	Active	Gilmer
9/7/2017	5/22/2018	PL091714402	Anntanna	Brown	Expired	Out of State
9/11/2017	3/13/2018	RPL091714412	Brandy	Bell	Expired	Berkeley
9/13/2017	9/13/2019	PL091714415	Leah	LaPrade	Active	Wood
9/18/2017	9/25/2018	RPL091714424	Sydney	Cavender	Expired	Kanawha
9/20/2017	9/20/2019	RPL091714406	Ramhazz	Corley	Active	Kanawha
9/27/2017	5/18/2018	RPL091714431	Thomas	Layton II	Expired	Jackson
9/28/2017	5/25/2018	PL091714435	Nancy	Miller	Expired	Jackson
10/1/2017	10/2/2019	RPL101714434	Stephanie	Hill	Active	Jackson
10/2/2017	10/2/2019	RPL101714432	Carey	Blackhurst	Active	Jackson
10/2/2017	10/2/2019	RPL101714433	Nicole	Jones	Active	Putnam
10/6/2017	10/6/2019	RPL101714438	Denise	Ledsome	Active	Ritchie
10/10/2017	10/10/2019	RPL101714442	Jennifer	Wheeler	Active	Putnam
10/10/2017	10/10/2019	RPL101714443	Stephen	Shepard	Active	Wayne
10/12/2017	10/12/2019	RPL101714440	Kimberly	Moffett	Active	Kanawha
10/12/2017	3/30/2017	RPL101714447	Jason	Stafford	Expired	Raleigh
10/13/2017	10/13/2019	RPL101714436	LaRinda	Wickes	Active	Harrison
10/16/2017	10/16/2019	RPL101614451	Isabella	Graziano	Active	Berkeley
10/16/2017	10/16/2019	RPL101714439	Matthew	Kesling	Active	Harrison
10/16/2017	5/23/2018	RPL101714450	Rachel	Davis	Expired	Putnam
10/17/2017	10/17/2019	RPL101714441	Tiffany	Johnson	Active	Kanawha
10/18/2017	10/18/2019	PL101714449	Summer	Tate	Active	Kanawha
10/18/2017	10/18/2019	RPL101714444	Jessica	Hutton	Active	Kanawha
10/20/2017	10/20/2019	RPL101714456	Kirstie	Young	Active	Barbour
10/23/2017	10/23/2019	RPL101714448	Imani	Tyson	Active	Kanawha
10/25/2017	10/25/2019	RPL101714457	Brenda	Stewart	Active	Brooke
10/25/2017	10/25/2019	PL101714458	Cassie	Province	Active	Kanawha
11/1/2017	11/1/2019	RPL111714472	Shelby	Williams	Active	Harrison
11/1/2017	11/1/2019	RPL111714470	Garrett	Elam	Active	Harrison

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11/2/2017	11/2/2019	RPL111714469	Shonda	Reph	Active	Berkeley
11/6/2017	11/6/2019	PL111714473	Sherry	Toney	Active	Boone
11/6/2017	11/6/2019	RPL111714468	Melissa	Nicholson	Active	Pocahontas
11/7/2017	11/7/2019	PL111714464	Samantha	Mazzella	Active	Braxton
11/7/2017	11/7/2019	RPL111714471	Brandon	Stull	Active	Wood
11/9/2017	6/14/2018	PL111714476	Carla	Friedman-Workman	Expired	Out of State
11/16/2017	11/16/2019	RPL111714475	William	Pack	Active	Greenbrier
11/20/2017	11/20/2019	PL111714486	Lindsey	Tharp	Active	Wood
11/21/2017	11/21/2019	PL111714483	Jennifer	Johnston	Active	Brooke
11/21/2017	5/23/2018	RPL111714481	Jane	Vanausdle	Expired	Kanawha
11/27/2017	9/30/2018	RPL111714484	David	Wimberley	Expired	Hancock
11/27/2017	11/27/2019	PL111714482	Christina	Beckett	Active	Mercer
11/29/2017	8/31/2018	PL111714490	Debrina	Woods	Expired	Mercer
11/29/2017	11/29/2019	PL111714494	Katina	Westfall	Active	Upshur
12/4/2017	12/1/2019	PL121714498	Jessica	Lee	Active	Harrison
12/4/2017	8/1/2018	RPL121714502	Rachel	Chapman	Expired	Jackson
12/4/2017	12/4/2019	RPL121714489	Annemarie	Barnes	Active	Kanawha
12/7/2017	12/7/2019	PL121714505	Amanda	Martin	Active	Out of State
12/8/2017	12/8/2019	RPL121714501	Marsha	Fowler	Active	Kanawha
12/12/2017	7/27/2018	RPL121714512	LaKisha	Tate	Expired	Mercer
12/12/2017	12/12/2019	PL121714485	Rebecca	Webley	Active	Randolph
12/14/2017	12/14/2019	RPL121714496	Susan	Moyers	Active	Out of State
12/18/2017	12/18/2019	RPL121714510	Gerlie	Jenkins	Active	Lewis
12/21/2017	12/21/2019	RPL121714511	Steven	Quackenbush	Active	Mercer
12/21/2017	12/21/2019	RPL121714513	Kaitlin	Harsh	Active	Ohio
12/21/2017	12/21/2019	PL111513718	Kaitlin	Harsh	Expired	Ohio
12/21/2017	12/21/2019	RPL121714495	Jennifer	Abbott	Active	Putnam
12/26/2017	12/26/2019	RPL121714517	Kaitlin	Blankenship	Active	Cabell
12/26/2017	12/26/2019	PL121714515	Cassidy	McCoy	Active	Raleigh
12/26/2017	12/26/2019	PL121714514	Meghan	Gray	Active	Roane

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12/27/2017	12/27/2019	RPL121714504	Harland	Maynard	Active	Wayne
1/2/2018	1/2/2020	RPL011814509	Brian	Phillips	Active	Raleigh
1/12/2018	1/12/2020	RPL011814525	C. Jordan	Hagins	Active	Fayette
1/12/2018	1/12/2020	RPL011814532	Amy	Rigglesman	Active	Grant
1/12/2018	1/12/2020	RPL011814518	Charlotte	May	Active	Mingo
1/12/2018	1/12/2020	PL011814519	Cecily	Powell	Active	Ohio
1/19/2018	9/6/2018	RPL011814529	Giona	DiMarco	Expired	Kanawha
1/19/2018	1/19/2020	PL011814534	Amber	Dennis	Active	Wood
1/26/2018	1/26/2020	PL011814538	Brandy	Gomez	Active	Boone
1/29/2018	1/29/2020	PL011814531	Charles	Faurote	Active	Out of State
2/1/2018	2/1/2020	PL021814550	Samantha	Dorsey	Active	Berkeley
2/1/2018	2/1/2020	RPL021814536	George	Grover	Active	Putnam
2/1/2018	2/1/2020	PL021814562	Ashley	Buskirk	Active	Wood
2/2/2018	2/2/2020	RPL021814533	Jazmine	McDowell	Active	Cabell
2/6/2018	2/6/2020	RPL021814535	Joshua	Powers	Active	Berkeley
2/9/2018	2/9/2020	PL021814537	Naomi	Ketcherside	Active	Kanawha
2/9/2018	2/9/2020	PL021814540	Meghan	Jarrett	Active	Kanawha
2/9/2018	2/9/2020	RPL021814539	Amanda	Barr	Active	Mason
2/12/2018	2/12/2020	RPL021814566	Amy	Maynard	Active	Out of State
2/14/2018	2/14/2020	RPL021814556	Justin	Blankenship	Active	Raleigh
2/15/2018	2/15/2020	RPL021814577	William	Rigglesman	Active	Grant
2/20/2018	2/20/2020	RPL021814549	Erica	Whitt	Active	Greenbrier
2/20/2018	2/20/2020	RPL021814548	Dana	Strom	Expired	Mingo
2/21/2018	2/21/2020	RPL021814547	Lisa	Kerr	Active	Kanawha
2/21/2018	6/1/2018	RPL021814551	Kevin	Simmons	Expired	Kanawha
2/21/2018	2/21/2020	RPL021814574	Jazmyn	Price	Active	Kanawha
2/23/2018	2/23/2020	RPL021814575	Joan	Phillips	Active	Lincoln
2/23/2018	2/23/2020	PL021814584	Chelsea	Narkevic	Active	Randolph
2/26/2018	2/26/2020	RPL021814559	Marina	Fleece	Active	Harrison
2/26/2018	2/26/2020	RPL021814561	Andrea	Cook	Active	Out of State

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2/26/2018	2/26/2020	PL021814588	Veronica	Vandevander	Active	Randolph
2/28/2018	2/28/2020	PL021814560	Tori	Warshaw	Active	Fayette
2/28/2018	2/28/2020	RPL021814576	Paul	Adams	Active	Mineral
3/1/2018	3/1/2020	RPL031814567	Kristen	Sponaugle	Active	Doddridge
3/1/2018	3/1/2020	PL031814573	Lexi	Huck	Active	Nicholas
3/2/2018	3/2/2020	RPL031814586	Cathy	Hatfield	Active	Mingo
3/2/2018	3/2/2020	RPL031814585	Kennidy	Souza	Active	Putnam
3/5/2018	3/5/2020	RPL031814568	Paige	Rhodes	Active	Cabell
3/14/2018	3/14/2020	PL031814583	Timothy	Ward	Active	Mercer
3/14/2018	3/14/2020	PL031814582	Jeremy	Starks	Active	Mercer
3/15/2018	7/17/2018	RPL031814605	Dustin	Kinser	Expired	Kanawha
3/16/2018	3/16/2020	RPL031814592	Merial	Richardson	Active	Kanawha
3/20/2018	3/20/2020	PL031814602	Alexandra	Norris	Active	Brooke
3/20/2018	3/20/2020	RPL031814603	Darrell	Matheny Jr.	Active	Jackson
3/20/2018	3/20/2020	PL031814626	Erica	Mangold	Active	Mineral
3/21/2018	3/21/2020	PL031814627	Megan	Bower	Active	Wood
3/23/2018	3/23/2020	PL031814630	Brandi	Bain	Active	Calhoun
3/26/2018	3/26/2020	PL031814623	Lee Ann	Hulse	Active	Gilmer
3/26/2018	3/26/2020	PL031814604	Haylee	Kichanovskyi	Active	Wood
3/30/2018	3/30/2020	RPL031814631	Tammy	Hatfield	Active	Upshur
4/2/2018	4/2/2020	RPL041814632	Kimberly	Meade	Active	Berkeley
4/2/2018	4/2/2020	RPL041814639	Amy	Starks	Active	Kanawha
4/2/2018	4/2/2020	RPL041814629	Matthew	Myzienski	Active	Kanawha
4/4/2018	4/4/2020	PL041814628	Daniel	Bishop	Active	Ohio
4/6/2018	4/6/2020	RPL041814654	George	Clutter	Active	Webster
4/10/2018	4/10/2020	PL041814691	Brittany	Nelson	Active	Cabell
4/10/2018	8/20/2018	PL041814655	Steven	Fox	Expired	Ohio
4/11/2018	9/6/2018	RPL041814647	Rachel	Means	Expired	Kanawha
4/11/2018	4/11/2020	RPL041814648	Courtney	Smith	Active	Kanawha
4/13/2018	4/13/2020	PL041814640	Brittany	Williams	Active	Hancock

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ORIGINAL ISSUE DATE	EXPIRATION DATE	LICENSE NUMBER	FIRST NAME	LAST NAME	STATUS	HOME COUNTY
4/16/2018	9/30/2018	RPL041814658	Richard	Moss II	Expired	Kanawha
4/17/2018	4/17/2020	RPL041814670	Veronica	Mclaughlin	Active	Berkeley
4/17/2018	4/17/2020	RPL041814676	Mary	Schader	Active	Raleigh
4/18/2018	4/18/2020	RPL041814657	Rhonda	Cooper	Active	Wood
4/19/2018	4/19/2020	PL041814665	Devan	McCord	Active	Barbour
4/19/2018	4/19/2020	RPL041814666	Shaquinta	Powers	Active	Kanawha
4/19/2018	4/19/2020	RPL041814656	Matthew	Collins	Active	Mercer
4/23/2018	4/23/2020	PL041814669	Tyler	King	Active	Kanawha
4/27/2018	4/27/2020	RPL041814675	Armeldia	Perdue	Active	Boone
4/27/2018	4/27/2020	PL041814674	Katie	Hedrick	Active	Kanawha
4/27/2018	4/27/2020	PL041814673	Shannon	Jones	Active	Wood
4/30/2018	4/30/2020	RPL041814689	Timothy	Secrist	Active	Logan
4/30/2018	4/30/2020	RPL041814684	Michele	Freeland	Active	Wood
5/3/2018	5/3/2020	PL051814677	Kaila	Maynard	Active	Cabell
5/3/2018	5/3/2020	PL051814699	Alexis	Gillenwater	Active	Lincoln
5/4/2018	5/4/2020	RPL051814695	Brianna	Shivers	Active	Berkeley
5/7/2018	5/7/2020	RPL051814690	Kelley	Bender	Active	Upshur
5/11/2018	5/11/2020	PL051814708	Matthew	Mullins	Active	Cabell
5/11/2018	5/11/2020	PL051814702	Jamie	Mandelka	Active	Cabell
5/11/2018	5/11/2020	RPL051814707	Brandi	Brewer	Active	Mercer
5/11/2018	5/11/2020	RPL051814707	Brandi	Brewer	Active	Mercer
5/11/2018	5/11/2020	RPL051814696	Summer	Wright	Active	Putnam
5/14/2018	5/14/2020	PL051814710	Stacy	Kasprowicz	Active	Brooke
5/15/2018	5/15/2020	PL051814700	Felicia	Weaver	Active	Harrison
5/15/2018	10/18/2018	PL051814706	Laken	Kiddy	Expired	Harrison
5/17/2018	5/17/2020	PL051814703	Jamaica	Oglesby	Active	Raleigh
5/29/2018	6/11/2018	RPL051814709	Rachel	Blackburn	Expired	Marshall
5/31/2018	5/31/2020	RPL051814722	Robert	Bolig Jr.	Active	Berkeley
5/31/2018	5/31/2020	PL051814733	Bryson	Karbley	Active	Cabell
6/4/2018	6/4/2020	PL061814732	April	Kirk	Active	Wood

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ORIGINAL ISSUE DATE	EXPIRATION DATE	LICENSE NUMBER	FIRST NAME	LAST NAME	STATUS	HOME COUNTY
6/7/2018	6/7/2020	RPL061814719	Katherine	Levinson	Active	Out of State
6/8/2018	6/8/2020	RPL061814736	Scotty	Stone	Active	Fayette
6/11/2018	6/11/2020	RPL061814731	Christina	Tanner	Active	Braxton
6/12/2018	6/12/2020	RPL061814734	Tina	Wilcox	Active	Harrison
6/13/2018	11/20/2018	PL061814743	Jared	Conley	Expired	Lewis
6/15/2018	6/15/2020	RPL061814737	Shawntra	Raschella	Active	Barbour
6/15/2018	6/15/2020	RPL061814738	Alyssa	Suan	Active	Harrison
6/18/2018	6/18/2020	RPL061814744	Harold	Sowards II	Active	Lincoln
6/18/2018	6/18/2020	RPL061814745	Ann	Skufca	Active	Wood

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7/7/2016	8/1/2020	AP00944912	Jadea	Edwards	Lincoln
7/7/2016	3/1/2019	BP00945034	Russel	Bragg	Summers
7/7/2016	8/1/2020	BP00944913	Mark	King	Monongalia
7/11/2016	11/1/2020	AP00944985	Barbara	Lilly	Raleigh
7/11/2016	8/1/2020	BP00944914	Megan	Funkhouser	Monongalia
7/12/2016	3/1/2019	AP00945032	Alissa	Price	Putnam
7/13/2016	2/1/2019	AP00945021	Jennifer	Adkinson	Kanawha
7/13/2016	9/1/2020	BP00944946	Angela	Ellis-Lively	Raleigh
7/13/2016	8/1/2020	DP00944916	Jason	Frohnafel	Marshall
7/13/2016	11/1/2020	BP00944980	Andrea	St. Clair	Kanawha
7/14/2016	12/1/2020	AP00945005	BreeAnna	Cunningham	Monongalia
7/19/2016	1/1/2020	BP00945225	Linh	Pham	Barbour
7/20/2016	8/1/2020	AP00944917	Michelle	Brannan	Berkeley
7/20/2016	8/1/2020	AP00944920	Desiree	Roberts	Kanawha
7/20/2016	8/1/2020	BP00944918	Sara	Pauley	Kanawha
7/25/2016	9/1/2020	AP00944923	Mary	White	Out of State
7/25/2016	2/1/2019	AP00945039	Ta'Shaya	Smith	Jefferson
7/25/2016	8/1/2020	BP00944922	Michael	Richards	Marion
7/29/2016	8/1/2020	AP00944924	Stephanie	Smith	Nicholas
7/29/2016	8/1/2020	BP00944925	Sierra	Ramsey	Nicholas
8/1/2016	3/1/2019	AP00945051	Alison	Kelly	Mercer
8/2/2016	10/1/2020	BP00944953	Jessica	Laffrey	Mercer
8/4/2016	9/1/2020	AP00944927	Debra	Redman	Raleigh
8/7/2016	9/1/2020	BP00944934	Megan	Parker	Braxton
8/8/2016	9/1/2020	AP00944928	Virginia	Warren	Mingo
8/8/2016	1/1/2021	BP00945008	Terri	Gogus	Kanawha
8/8/2016	9/1/2019	BP00945137	Steven	O'Field	Fayette
8/11/2016	1/1/2020	CP00945007	Kimberly	White	Mercer
8/12/2016	9/1/2020	DP00944931	Christine	Baker	Out of State
8/12/2016	11/1/2020	BP00944978	Ashley	Garner	Monongalia
8/12/2016	9/1/2020	AP00944930	Scarlet	Hylton	Raleigh
8/15/2016	1/1/2019	AP00945015	Elizabeth	Hofmann	Ohio
8/15/2016	9/1/2020	DP00944932	Cynthia	Reiffen	Morgan
8/15/2016	11/1/2020	CP00944933	Riccardo	Willis	
8/16/2016	1/1/2020	BP00945009	Dawn	Proietti	Monongalia
8/17/2016	9/1/2020	AP00944936	Kristen	Thomas	Kanawha
8/17/2016	9/1/2020	AP00944937	Victoria	Sidon	Ohio
8/17/2016	9/1/2020	BP00944935	Amber	Tharp	Raleigh
8/19/2016	12/1/2020	BP00945002	Samantha	Clarkson	Monongalia

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8/22/2016	10/1/2020	DP00944938	Kimberly	Pulley	
8/25/2016	9/1/2020	AP00944941	Misti	Cutlip	Cabell
8/25/2016	9/1/2019	BP00945150	Chelsea	Carter	Boone
8/25/2016	12/1/2019	AP00945193	Lucinda	Schroeder	Wayne
8/26/2016	9/1/2020	AP00944942	Debbie	Bunton	Wyoming
8/26/2016	1/1/2020	BP00945012	Erica	Davis	Randolph
8/29/2016	9/1/2020	DP00944947	Debra	Milling	Cabell
8/29/2016	9/1/2020	BP00944943	Jessica	Santonia	Boone
8/29/2016	10/1/2020	BP00944944	Adrienne	DeHaas	Out of state
9/1/2016	5/1/2019	AP00945080	Monica	Wilmer	Cabell
9/1/2016	9/1/2020	BP00944945	Stephanie	King-Strickland	Marion
9/2/2016	9/1/2019	AP00945147	Kelli	Meeks	Putnam
9/2/2016	2/1/2019	AP00945038	Kelsey	Thomas	Out of State
9/4/2016	10/1/2020	AP00944050	Lena	Lambert	Kanawha
9/6/2016	1/1/2020	BP00945213	Ashley	Hawkins	Raleigh
9/7/2016	10/1/2020	AP00944948	Kristin	Ward	Cabell
9/9/2016	4/1/2020	AP00945269	Cassidy	Schmidle	Out of State
9/12/2016	2/1/2019	BP00945022	Raine	Johnson	Out of State
9/14/2016	4/1/2019	BP00945071	Ashley	Bailey	Hardy
9/14/2016	4/1/2019	AP00945066	Amanda	Garren	Cabell
9/14/2016	10/1/2020	BP00944952	Aimee	Williams	Monongalia
9/15/2016	10/1/2020	AP00944954	Kaley	Sigmond	Kanawha
9/15/2016	10/1/2020	AP00944955	Teresa	Jenkins	Berkeley
9/16/2016	10/1/2020	AP00944951	Melissa	Caldwell	Marshall
9/19/2016	3/1/2021	BP00945035	Catlin	Goodwin	Ohio
9/19/2016	10/1/2020	BP00944957	Veronica	Napier	Out of State
9/19/2016	10/1/2020	BP00944956	Trudy	Chandler	Monongalia
9/23/2016	11/1/2020	AP00944958	Taneka	Carayol	Hancock
9/23/2016	5/1/2019	AP00945079	Anna	Ruddle	Monongalia
9/26/2016	10/1/2020	BP00944959	Brittany	Fowler	Monongalia
9/29/2016	10/1/2020	BP00944965	Kerri	Steele	Putnam
10/3/2016	11/1/2020	AP00944967	Whitney	Anderson	Fayette
10/3/2016	11/1/2020	BP00944968	Hannah	Marburger	Mason
10/7/2016	5/1/2019	AP00945089	Christopher	Jones	Hancock
10/13/2016	11/1/2020	AP00944966	Staci	Miller	Wetzel
10/16/2016	11/1/2020	BP00944974	Courtney	Bolton	Marshall
10/17/2016	11/1/2020	DP00944972	Anita	Yates	Mercer
10/18/2016	11/1/2020	AP00944975	Hannah	Kinsey	Kanawha

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10/19/2016	11/1/2020	AP00944977	Charlene	Frazier	Kanawha
10/19/2016	11/1/2020	AP00944973	Aimee	Minor	Pendleton
10/19/2016	5/1/2019	AP00945083	Ashleigh	Cutler	Clay
10/21/2016	11/1/2020	AP00944979	Sabrina	Payne	Kanawha
10/21/2016	6/1/2019	AP00945092	Matthew	Capozzola	Fayette
10/24/2016	11/1/2020	AP00944984	Hiedi	Peck	Mercer
10/24/2016	11/1/2020	AP00944983	Matthew	Chapell	Monongalia
10/24/2016	11/1/2020	BP00944986	Michele	Snyders	Out of State
10/24/2016	11/1/2020	BP00944982	Alexis	Kunkel	Out of State
10/24/2016	11/1/2020	BP00944981	Amber	Groves	Berkeley
10/26/2016	7/1/2019	BP00945114	Jessica	Kirk	Cabell
10/26/2016	6/1/2019	BP00945091	Elizabeth	Seidita	Out of State
10/26/2016	11/1/2020	BP00944988	Maura	Kreitzer	Ohio
10/28/2016	11/1/2020	AP00944989	Sierra	Burgess	Kanawha
10/31/2016	11/1/2020	AP00944991	Lana	Myers	Putnam
10/31/2016	11/1/2020	DP00944990	Fe Pauline	Whoolery	Monongalia
10/31/2016	1/1/2021	BP00944992	Heather	Bowden	Monroe
11/1/2016	1/1/2021	BP00944993	Staci	Carpenter	Out of State
11/2/2016	6/1/2019	AP00945093	Elle	Johnson	Out of State
11/4/2016	6/1/2019	AP00945101	Alicia	Lane	Cabell
11/7/2016	5/1/2019	BP00945074	Sarah	Leifheit	Monongalia
11/14/2016	11/1/2020	AP00944994	Haylee	Veith	Mason
11/14/2016	12/1/2020	BP00944997	Elias	Tancin	Preston
11/16/2016	6/1/2019	AP00945094	Hailey	Jones	Monongalia
11/18/2016	12/1/2020	BP00944999	Monica	Co-Hoyer	Kanawha
11/18/2016	12/1/2020	BP00945000	Casey	Saunders	Marion
11/22/2016	12/1/2020	DP00945001	Michael	Monsma	Jefferson
11/22/2016	12/1/2019	AP00945204	Victoria	von Schaumburg	Monongalia
11/30/2016	9/1/2019	AP00945145	Kristen	Kouns	Out of State
12/2/2016	8/1/2019	AP00945127	Larkin	Warsinsky	Out of State
12/10/2016	1/1/2019	AP00945003	Matthew	Harris	Wood
12/14/2016	1/1/2020	BP00945217	Tricia	Gibson	Raleigh
12/17/2016	1/1/2020	BP00945010	Christine	Barnett	Greenbrier
12/21/2016	1/1/2021	AP00945013	Alan	Kaplan	Out of State
12/23/2016	1/1/2020	BP00945011	Lindsey	Cox	Roane
12/29/2016	1/1/2021	DP00945017	Charity	Heding	Barbour
12/29/2016	1/1/2021	DP00945016	Luanne	Rossi	
1/3/2017	2/1/2019	AP00945019	Lisa	Wilson	Out of State
1/10/2017	9/1/2019	AP00945160	Melody	Collins	Mercer

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ORIGINAL ISSUE DATE	EXP DATE	LICENSE NUMBER	FIRST NAME	LAST NAME	HOME COUNTY
1/10/2017	5/1/2019	BP00945076	Kimberly	Knick	Grant
1/11/2017	2/1/2019	AP00945024	Tammy	Baker	Mason
1/11/2017	8/1/2019	AP00945136	Kayla	Bays	Kanawha
1/11/2017	2/1/2021	DP00945023	Jennifer	Mahlert	Cabell
1/13/2017	2/1/2019	BP00945026	Victoria	Buie	Out of State
1/13/2017	1/1/2021	BP00945018	Brittany	Henderson	Marion
1/16/2017	2/1/2019	AP00945020	Charleen	McKoy	Raleigh
1/17/2017	9/1/2019	BP00945152	Destiny	Stout	Webster
1/18/2017	2/1/2019	AP00945027	Lindsey	Lancaster	Out of State
1/18/2017	2/1/2021	DP00945029	Denise	Corrado	Preston
1/20/2017	2/1/2019	BP00945031	Heather	Fite	Berkeley
1/20/2017	2/1/2019	BP00945040	Leslie	Simms	Webster
1/23/2017	9/1/2019	AP00945139	Hannah	Bowman	Kanawha
1/23/2017	3/1/2019	DP00945033	Jennifer	Kapolchok	
1/23/2017	3/1/2019	DP00945036	Jennifer	Lewis	Out of State
1/23/2017	3/1/2019	AP00939423	Effie	Payne	Ohio
1/23/2017	2/1/2019	AP00945025	Kathy	Scarberry	Jackson
1/24/2017	3/1/2019	AP00945037	Cheryl	Vineyard	Kanawha
2/2/2017	2/1/2019	AP00945041	Dwanetta	Martin	Gilmer
2/7/2017	2/1/2019	AP00945042	Paula	Cline	Roane
2/13/2017	2/1/2019	BP00945043	Kathryn	Magoulick	Out of State
2/13/2017	10/1/2019	AP00945161	Sherie	Washington	Berkeley
2/15/2017	7/1/2019	BP00945108	Shala	King	Marion
2/15/2017	7/1/2019	AP00945115	Kasarah	Stanley	Out of State
2/22/2017	3/1/2019	AP00945046	Hillary	Sowards	Lincoln
2/22/2017	1/1/2020	AP00945210	Mikayla	Lawrence	Berkeley
2/24/2017	3/1/2019	AP00945048	Michelle	Fata	Monongalia
2/27/2017	3/1/2019	AP00945049	Nicole	Hemlepp	Out of State
2/27/2017	11/1/2019	AP00945208	Alexis	Carper	Berkeley
2/27/2017	9/1/2019	AP00945154	Katharine	Jenkins	Fayette
2/27/2017	3/1/2019	BP00945045	Marcedes	Minana	Monongalia
3/2/2017	4/1/2019	DP00945054	Tiffany	Stock	Out of State
3/4/2017	4/1/2019	AP00945047	Charles	Ours	Mineral
3/6/2017	4/1/2019	AP00945057	Casey	Drake	Jackson
3/6/2017	4/1/2019	AP00945065	Briana	Roy	
3/6/2017	4/1/2019	DP00945055	Luanne	Reiter-Leslie	
3/8/2017	4/1/2019	AP00945052	Jason	Wolfe	Hardy
3/10/2017	9/1/2019	BP00945141	Steven	Amoroso	Out of State
3/11/2017	4/1/2019	AP00945050	Cara	Baldwin	Greenbrier
3/11/2017	4/1/2019	AP00945060	Luanne	Cook	Out of State

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3/12/2017	3/1/2021	AP00945044	Regina	Mullins	Mcdowell
3/12/2017	4/1/2019	AP00945061	Charles	Creger	Fayette
3/14/2017	8/1/2019	AP00945135	Samantha	Suggs	Wood
3/16/2017	4/1/2019	AP00945056	Kara	Huff	Hancock
3/16/2017	8/1/2019	AP00945129	Rachel	Johnson	Out of State
3/17/2017	4/1/2019	AP00945058	Tara	Dotson	Kanawha
3/21/2017	4/1/2019	AP00945053	Ashlee	Ketterman	Grant
3/25/2017	4/1/2019	AP00945062	Roger	Brown	Monongalia
3/27/2017	4/1/2019	AP00945070	Leah	Williams	Harrison
3/27/2017	4/1/2019	DP00945069	Mary Jo	Friend	Wetzel
3/27/2017	4/1/2019	BP00945068	Christine	Moore	Marshall
3/29/2017	10/1/2019	BP00945175	John	Railing	Ohio
4/3/2017	2/1/2020	AP00945239	Brooklyn	Clemons	Monongalia
4/3/2017	7/1/2020	AP00945316	Lona	Coon	Kanawha
4/3/2017	6/1/2019	BP00945104	Kelli	Ketz	Raleigh
4/4/2017	3/1/2020	BP00945246	Lexus	White	Putnam
4/5/2017	7/1/2020	BP00945310	Keegan	Campbell	Monongalia
4/5/2017	10/1/2019	BP00945167	Kayla	Grogg Meador	Monongalia
4/5/2017	7/1/2019	BP00945119	Johna	Secrist	Grant
4/7/2017	7/1/2019	BP00945109	Johnathan	Lyon	Hardy
4/10/2017	5/1/2019	AP00945077	Christopher	Walbrown	Mason
4/11/2017	12/1/2019	AP00945207	Emma	Dillow	
4/11/2017	6/1/2019	BP00945099	Aaron	Kaplansky	Monongalia
4/11/2017	8/1/2019	BP00945132	Sharon	Neubauer-Maffley	Jefferson
4/12/2017	5/1/2019	AP00945063	Harold	Pilcher Jr.	Out of State
4/12/2017	3/1/2020	AP00945241	Sierra	Barr	Marion
4/13/2017	5/1/2019	AP00945073	Seneca	Horton	Monongalia
4/14/2017	9/1/2019	BP00945140	Rachel	Harper	Gilmer
4/15/2017	5/1/2019	AP00945067	Carolyn	Bracy	Cabell
4/17/2017	5/1/2019	BP00945081	Shelove	Andou	Out of State
4/17/2017	2/1/2020	AP00945235	Jessica	Beha	Kanawha
4/17/2017	8/1/2019	AP00945126	Emily	Sheets	Kanawha
4/18/2017	5/1/2019	AP00945059	James	Blackburn	Mingo
4/18/2017	5/1/2019	AP00945078	Lesheana	Sawyers	Mingo
4/19/2017	12/1/2019	BP00945206	Cynthia	Deskins	Monongalia
4/24/2017	5/1/2019	DP00945082	Angela	Deem	Out of State
4/25/2017	7/1/2019	BP00945105	Susan	Callahan	Berkeley
4/26/2017	5/1/2019	AP00945072	Bethany	Price	Cabell
4/28/2017	8/1/2019	BP00945122	Lawrencia	Okai	Monongalia

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4/28/2017	12/1/2019	AP00945194	Amber	Rice	Marshall
5/1/2017	5/1/2019	AP00945085	Alicia	Bryan	Wood
5/1/2017	8/1/2019	BP00945124	Jami	Cross	Jefferson
5/1/2017	5/1/2019	DP00945087	Deana	Morrow	Out of State
5/1/2017	4/1/2020	AP00945268	Morgan	Sutphin	Mercer
5/2/2017	6/1/2019	AP00945091	Judith	Pauley	Putnam
5/2/2017	1/1/2020	AP00945214	William	Hinerman	Ohio
5/3/2017	6/1/2019	AP00945086	Lori	Suttle	Lewis
5/4/2017	6/1/2019	AP00945090	Robert	Nasby	Raleigh
5/9/2017	8/1/2019	BP00945123	Susan	Clark	Berkeley
5/9/2017	2/1/2020	AP00945230	Danielle	Owens	McDowell
5/10/2017	9/1/2019	BP00945146	Stephanie	Casto	Jackson
5/10/2017	12/1/2019	BP00945297	Staci	Morgan	Mercer
5/15/2017	8/1/2019	BP00945128	Mary	Zink	Monongalia
5/19/2017	9/1/2019	BP00945153	Allyson	Hoch	Preston
5/19/2017	6/1/2019	BP00945096	Erin	Caroli	Harrison
5/23/2017	6/1/2019	BP00945100	Sarah	Ferretti	Kanawha
5/24/2017	6/1/2019	AP00945095	Morgan	Thoman	Out of State
5/25/2017	6/1/2019	AP00945097	Sabrina	Fletcher	Raleigh
5/26/2017	12/1/2019	BP00945195	Terra	Kidd	Out of State
6/2/2017	7/1/2019	AP00945103	Cheryl	McCombs	Out of State
6/2/2017	7/1/2019	DP00945102	Tania	Paredes	
6/5/2017	7/1/2019	AP00945106	Natalie	Manners	Ohio
6/5/2017	3/1/2020	AP00945253	Kasey	Sawyer	Preston
6/5/2017	7/1/2019	BP00945113	Mirrandia	Young	Harrison
6/6/2017	9/1/2019	BP00945143	Jessi	Smith	Hampshire
6/7/2017	8/1/2019	BP00945130	Kristin	White	Harrison
6/8/2017	12/1/2019	BP00945209	Angela	Lawrence	Jefferson
6/9/2017	11/1/2019	AP00945179	Bethany	Trickett	Preston
6/13/2017	7/1/2019	AP00945107	Kathleen	Murray	Putnam
6/13/2017	7/1/2019	BP00945112	Erin	Howe	Out of State
6/15/2017	7/1/2019	BP00945118	Laura	Phillips	Berkeley
6/16/2017	9/1/2019	BP00945149	Heather	Riggs	Preston
6/19/2017	7/1/2019	AP00945111	Rickie	Lafferty	Harrison
6/21/2017	7/1/2019	BP00945116	Angel	Ninan	Monongalia
6/22/2017	1/1/2020	AP00945216	Laura	Jones McGuire	Kanawha
6/24/2017	7/1/2019	AP00945098	Karla	Brinkley	Mercer
6/27/2017	3/1/2020	AP00945248	Megan	Hovis	Jefferson
7/5/2017	8/1/2019	AP00945121	Tracy	White	Jefferson

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7/6/2017	8/1/2019	BP00945120	Rebekah	McVey	Out of State
7/12/2017	1/1/2020	BP00945212	Tracy	Bowman	Marion
7/14/2017	12/1/2019	BP00945205	Whitney	Myers	Preston
7/18/2017	2/1/2020	BP00945237	Kevin	Harper	Monroe
7/20/2017	2/1/2020	BP00945240	Ashley	Copen	Kanawha
7/20/2017	3/1/2020	AP00945252	Kayla	Forshee	Marion
7/24/2017	8/1/2019	BP00945131	Michelle	McCune	Kanawha
7/25/2017	8/1/2019	BP00945133	Dianna	Dorman	Greenbrier
8/2/2017	4/1/2020	AP00945255	Courtney	Nightengale	Out of State
8/8/2017	9/1/2019	AP00945142	Tiffany	Stoddard	Barbour
8/11/2017	6/1/2020	BP00945294	Katie	Ratcliffe	Mercer
8/14/2017	9/1/2019	AP00945148	Erica	Hardesty	Cabell
8/15/2017	3/1/2020	AP00945245	April	Blanchfield	Jefferson
8/15/2017	3/1/2020	BP00945254	Amber	Hartsell	Taylor
8/16/2017	4/1/2020	AP00945256	Michael	Rea	Brooke
8/16/2017	9/1/2019	BP00945159	Heather	Klockmann	Berkeley
8/18/2017	1/1/2020	BP00245226	Clarisa	Watson	Ritchie
8/24/2017	9/1/2020	AP00945350	Paul	Smith	Mercer
8/25/2017	4/1/2020	AP00945257	Abbey	Hall	Jefferson
8/25/2017	9/1/2019	BP00945155	Savanna	Thomas	Fayette
8/28/2017	9/1/2019	AP00945157	Christina	Zaeir	Out of State
9/5/2017	4/1/2020	BP00945272	Lauren	Hamrick	Raleigh
9/18/2017	10/1/2019	AP00939121	Tracy	Johnson	Raleigh
9/20/2017	10/1/2019	AP00945164	Courtney	Sowards	Out of State
9/22/2017	5/1/2020	BP00945275	Krystal	Frost	Mercer
9/22/2017	4/1/2020	BP00945262	Samantha	Hicks	Cabell
9/27/2017	10/1/2019	AP00945168	Heather	Collins	Fayette
9/28/2017	10/1/2019	AP00945174	Jessica	Stewart	Kanawha
10/10/2017	11/1/2019	BP00945178	Savanna	Brown	Monongalia
10/10/2017	11/1/2019	AP00945176	Thomas	Horton	Cabell
10/10/2017	11/1/2019	BP00945177	Joel	Pieper	Monongalia
10/12/2017	4/1/2020	BP00945264	Angel	Routzahn	Berkeley
10/13/2017	11/1/2019	AP00945181	Megan	Boggs	Cabell
10/13/2017	11/1/2019	BP00945182	Caitlin	Elswick	Raleigh
10/13/2017	11/1/2019	DP00945180	David	Keys	Monongalia
10/16/2017	4/1/2020	BP00945260	Megan	O'Neal	Fayette
10/18/2017	2/1/2020	BP00945236	Carrie	Jessen	Jefferson
10/19/2017	4/1/2020	AP00945270	Kylie	Perdue	Cabell
10/19/2017	11/1/2019	BP00945183	Rebekah	Stone	Kanawha

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10/23/2017	11/1/2019	AP00945187	Kathleen	Chaney	Harrison
10/23/2017	11/1/2019	BP00945188	Kaitlyn	Pennington	Fayette
10/23/2017	11/1/2019	BP00945185	Melba	Sanchez	Jefferson
10/25/2017	11/1/2019	DP00945189	Peggy	Proudfoot Harman	Out of State
10/26/2017	6/1/2020	BP00945290	Evan	Kirschner	Out of State
10/26/2017	11/1/2019	DP00945192	Paula	Rymer	
10/26/2017	11/1/2019	DP00945191	Ellis	Schweitzer	
10/27/2017	11/1/2019	DP00945190	Kari	Fender	
11/2/2017	7/1/2020	AP00945313	Amanda	McBrearty	Out of State
11/7/2017	3/1/2020	AP00945243	Claudia	Ryan	Out of State
11/13/2017	5/1/2020	AP00945278	Bonita	Strayer	Monongalia
11/13/2017	12/1/2019	BP00945196	Megan	LaRue	Monongalia
11/14/2017	12/1/2019	BP00945200	Carly	Costello	Kanawha
11/22/2017	12/1/2019	AP00945202	Beverly	Goldizen	Pendleton
12/5/2017	1/1/2020	BP00945211	Judith	Malone	Kanawha
12/15/2017	1/1/2020	AP00945224	Ashley	Bradshaw	Kanawha
12/18/2017	4/1/2020	AP00945261	Brianna	Smith	Summers
12/28/2017	1/1/2020	DP00945222	Ellen	Marshall	Roane
12/30/2017	1/1/2020	AP00945218	Kylie	Pickens	Wood
1/5/2018	5/1/2020	AP00945282	Shalan	Payton	Cabell
1/7/2018	2/1/2020	AP00945220	Courtney	Ware	Jackson
1/12/2018	2/1/2020	AP00945231	Riley	Freeland	Clay
1/12/2018	1/12/2020	AP00945232	Tiffany	Broadus	Cabell
1/13/2018	2/1/2020	AP00945228	Kayla	Fournier	
1/16/2018	2/1/2020	AP00945242	Leann	Vincenzo	Out of State
1/18/2018	11/1/2020	AP00945390	Kelsey	Coburn	Monroe
1/20/2018	2/1/2020	AP00945233	Rebecca	Jennings	Mercer
1/22/2018	2/1/2020	AP02939527	Donna	Eleo	Raleigh
1/25/2018	2/1/2020	DP00945238	Kira	Pierce	Roane
1/29/2018	8/1/2020	AP00945338	Courtney	Dodson	Berkeley
1/29/2018	7/1/2020	BP00945305	Tonya	Vannatter	Kanawha
2/12/2018	3/1/2020	BP00945244	Demetra	Warner	Berkeley
2/20/2018	3/1/2020	DP00945250	Carrie	Ellis-Crnkovich	Out of State
2/21/2018	3/1/2020	AP00945249	Christa	Brakeall	Mineral
3/2/2018	9/1/2020	AP00945360	Dazhia	Clarke	Berkeley
3/6/2018	6/1/2020	BP00945293	Emily	Ash	Out of State
3/7/2018	4/1/2020	AP00945259	Celise	Campbell	Kanawha
3/12/2018	9/1/2020	AP00945354	Katherine	Chaney	Out of State
3/12/2018	8/1/2020	AP00945339	Jan	Jordan	Jefferson

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3/12/2018	4/1/2020	BP00945263	Challice	LaRose	Berkeley
3/13/2018	4/1/2020	AP00945258	Mary	Carr	Greenbrier
3/16/2018	4/1/2020	BP00945265	Caroline	Archer	Raleigh
3/20/2018	4/1/2020	BP00945267	Natasha	Price	Out of State
3/27/2018	4/1/2020	BP00945271	Taylor	Baker	Berkeley
3/29/2018	7/1/2020	BP00945307	Ethan	Gower	Monongalia
3/29/2018	6/1/2020	BP00945295	Amanda	Moore	Wood
3/30/2018	7/1/2020	BP00945303	Brian	Cottrill	Cabell
3/30/2018	7/1/2020	BP00945306	Chelsea	Workman	Out of State
4/2/2018	12/1/2020	AP00945409	Victoria	Campbell	Jackson
4/2/2018	5/1/2020	DPE0945276	Sarene	Friedman	Jefferson
4/2/2018	7/1/2020	BP00945304	Felicia	Roark	Kanawha
4/6/2018	5/1/2020	DP00945277	Richard	Warren	Berkeley
4/9/2018	12/1/2020	BP00945410	Wendy	Barbeau	Out of State
4/9/2018	8/1/2020	BP00945332	Nicole	Licata	Marion
4/10/2018	5/1/2020	DP00945279	John	Davis	Out of State
4/13/2018	8/1/2020	BP00945322	Anne	Greza	Marion
4/20/2018	5/1/2020	BP00945281	Jonathan	Hoyle	Out of State
4/20/2018	9/1/2020	AP00945365	Elizabeth	Yaron	Wetzel
4/23/2018	5/1/2020	AP00945280	Scott	Mayer	Harrison
4/23/2018	7/1/2020	BP00945312	Michelle	Moske	Cabell
4/25/2018	5/1/2020	AP00945283	Ruth	Vance	Kanawha
4/26/2018	7/1/2020	BP00945309	Julia	Cupini	Hancock
4/27/2018	5/1/2019	BP00945088	Laura	Eary	Raleigh
4/27/2018	5/1/2020	BP00945284	Candance	Hawkins	Raleigh
4/30/2018	5/1/2020	AP00945285	Cherelle	Spencer	Raleigh
5/3/2018	6/1/2020	AP00945287	Andrea	Franco-Cook	Kanawha
5/3/2018	6/1/2020	BP00945286	Amy	Barnard	Out of State
5/11/2018	8/1/2020	BP00945340	Saydi	Whiteman	Mineral
5/15/2018	6/1/2020	BP00945289	Angela	Morales	Kanawha
5/16/2018	6/1/2020	BP00945288	Emma	Ayala	Out of State
5/16/2018	6/1/2020	BP00945299	Adam	Stonestreet	Marion
5/18/2018	6/1/2020	AP00945292	Susan	Shingleton	Berkeley
5/21/2018	6/1/2020	AP00945291	Christopher	Sartin	Wayne
5/23/2018	5/1/2019	AP00945075	Samantha	Tomblin	Doddridge
5/23/2018	10/1/2019	AP00945163	Charlotte	Deal	Lincoln
5/25/2018	6/1/2020	BP00945298	Katherine	Light	Kanawha
5/29/2018	6/1/2020	AP00945301	Kelly	Chapman	Wayne
5/29/2018	6/1/2020	BP00945300	Jessica	Aigner	Monongalia

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5/29/2018	6/1/2020	DP00945296	Angelika	Wimmer	Jefferson
6/14/2018	7/1/2020	DP00945311	Rebecca	Kinkade	Marshall
6/15/2018	7/1/2020	BP00945315	Kathleen	Keesling	Monongalia
6/15/2018	7/1/2020	BP00945314	Whitney	Wheeler	Monongalia
6/16/2018	7/1/2020	AP00945308	Jeanetta	Perry	Cabell
6/25/2018	7/1/2020	BP00945317	Kari	Greenwood	Brooke
7/2/2018	8/1/2020	AP00945320	Brandy	Chapman	Cabell