

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

April 18, 2019

WV Board of Social Work

**Attendance:** Jody Gottlieb, Patricia O'Reilly, Barbara Heasley, Rita Brown, Vickie James, Kate Carter, Sam Hickman, Tanny O'Connell (by phone) and Mark Weiler

**Call to Order-** Pat O'Reilly opened the meeting

**Financial Reports/Purchasing Card:**

Members were referred to the monthly line items report in their packets covering the 2019 fiscal year from July 1 to April 15, 2019. The report reflects revenues of \$196,655 and expenditures of \$132,710.11. Members were also referred to another financial report for January which reflects expenditures in relation to projected budget; the ending cash balance for the Board is \$381,508.70

Vickie reported that there were 3 P Card reviews to report-January 18 to February 14 for expenditures totaling \$953.99, February 15 to March 12 for expenditures totaling \$513.5 and for March 15-April 10, 2019 for expenditures of \$639.78. Receipts for all transactions were available for member review. It was M/S/P (O'Reilly/Gottlieb/all in favor) to approve the P card reconciliations/expenditures as submitted.

**Minutes:**

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

**Presentation on in Lumon Software**

A demonstration on the web-based licensing software was presented to the Board. The demonstration included online renewal, online application, and how licensees would interact with the software. A 6-8 month timeline is anticipated in order to be operational.

Vickie reported that she had presentations from two other providers who provide similar services but at a higher cost. Following the demonstration, the Board and prior to making a final decision, the Board would like more information on what licensing boards in other states use.

**Disciplinary Committee**

It was M/S/P (Gottlieb/O'Reilly/all in favor) to go into Executive Session for the purpose of discussing complaints pending before the Board. Following Executive Session discussion, it was M/S/P (O'Reilly/Gottlieb/all in favor) to exit Executive Session.

Upon return to the agenda, the Board voted to act (Gottlieb/O'Reilly/all in favor) on the following cases (Heasley recused on all votes):

- 2018JAW-Assign for investigation
- 20151-The Board declines to issue the request for another Provisional License
- 201822DW-affirm previous decision. Mark will prepare the consent order
- Jennifer Farmer-the Board voted to reinstate this license with payment of administrative costs. Mark will send a copy of a sample supervisory agreement to utilize
- The Board will initiate a complaint based on order forwarded by the Counseling Board on an individual who is licensed by both Boards.

It was noted that the notice has not gone out on 201902VC as he has provided only his employer's street address and he was terminated from employment. Mark will see if there are resources in the Attorney General's office to assist.

Hearings are tentatively planned for Wanda Sluss and Julie Blair in June, dependent upon availability of an Administrative Law Judge.

#### **Executive Director Update**

**Office Operations/Activities:** Kate started March 18.

**Personnel:** Vickie noted that the office still needs a part time office clerk as there is a great deal of data entry and filing that neither she nor Kate have time to catch up on.

**Across the Board Salary Increase:** The Legislature appropriated all state employees an increase of \$2,370 annually. It was M/S/P (Heasley/Gottlieb/all in favor) to approve this increase for Board staff.

**Equipment Needs:** The Board approved (Heasley/Gottlieb/all in favor) the purchase of new office chairs and a tv to allow face to face conferencing.

**Legislature Recap:** The rules passed on the Legislature and the final submission for 25CSR1 and 25CSR7 have been filed with the Secretary of State. Members were referred to the handout in their packets detailing legislation that passed and affect the Boards, specifically HB 2204 (prohibits the hiring of a Board lobbyist), HB 2510, and HB 396 which requires all Chapter 30 Boards file rules for developing an application process for waiving initial licensure fees for low income individuals and military families. Vickie believes the fee schedule-25CSR3 will be the most appropriate avenue to file these changes in; the rule will need to be filed by June 27. Discussion ensued on what initial licensure fees mean for low income individuals who have a temporary permit, as an individual could have several prior to the initial licensure fee of \$100. It was M/S/P (O'Reilly/Gottlieb/all in favor) that the initial temporary permit fee will be fee waived if requested.

**ASWB Scores 2018** Members were referred to the 2018 Examination pass rates in their packets as well as the pass rates for 2017 and 2016. The number of Bachelor's test takers dipped below 100 as well as the pass percentage. It is still below the national average of 69.2%. The number of individuals taking the Masters exam increased substantially to 140 but the pass rate percentage dropped to 70 and below the national average. The pass rate for clinical exams continues to be well above the national average and is 89.25

Vickie distributed copies of the ASWB Curricular Guide for Licensing and Regulation as a resource for SWEC.

**ASWB Policy on Testing/Scope of Practice** – Vickie on her discussion with Dwight Hymans on alternative testing. While the Associate test can be a viable alternative for individuals without a degree in social work, it will require a scope of practice change. Pat also shared a copy of the Exam Use Waiver requests provided Boards by ASWB. It was noted that a request to allow individuals without a social work degree to take the Bachelor's exam was denied. It also appears the Board will need to request an exemption permitting individuals in their last semester to test prior to graduation.

**Clinical Supervision Supervisor Training:** Concord has applied for a grant with the Higher Education Policy Commission to develop a training.

#### **Tanny O'Connell, Bureau for Children and Families**

A draft copy of the memo regarding the administrative extension was discussed. Tanny asked if have of the ten hours of continuing education could be online and it was affirmed that half could be online. The memo was approved to be sent out to the individuals licensed between 2015 and June 30, 2016.

Vickie updated Tanny on the discussion with ASWB and the opportunity to revisit scope of practice. Tanny noted the DHHR is looking at using former DHHR employees to assist with backlog; however, these employees were provisionally licensed.

#### **Provisional License Requests**

Five application were presented- Kayla Porter who has a degree in Specialized Studies, Elsie Cox, RBA degree without concentration, Stephanie Ludle, Masters in Christian Education, Megan Settle, Degree in Child Development and Family Studies, Sylvia Taylor, Degree in Social Science. It was M/S/P (Heasley/O'Reilly/all in favor) to deny the applicants for a Provisional License based on degree major.

#### **Other License Requests**

Eleven requests were presented: 1) Karen Anderson-requests a waiver of Continuing education and inactive status, 2) Melanie Hairston, extension of expiration date as she was on FMLA 181 days, 3 and 4) Danyale Lane Sibray-provisional licensee at DHHR since June 2017 and William Reed (licensed in 2016) requests restricted licensure 5) Jody Null -permit request; 6) Antoinette Burke-was an RPL (with BSW) who left DHHR and the office wants her to work part time to address backlog; 7) Jamie Mandelka-Provisional

Licensee requests an extension of expiration date on she is on FMLA from Feb. 2019 to August 2019; 8) Dvona Mayle-requests a wavier of continuing education due to health issues and is due to expire May 1/2019 (is working and needs active license); 9) Diana Collins -requests that her 2 years of clinical supervision (3127 hours of practice and 106 hours of supervision) accrued in Virginia be recognized so she can test for clinical exam in WV where she is now working; 10) Denita Coen-requesting reconsideration on permit from prior Board decision (she did not test during permit period) 11) Rachel Sterling - request for reinstatement as she is a former TLSW who converted to LSW and then let license lapse in April 2016; Following discussion, it was M/S/P (Heasley/Gottlieb/all in favor) to approve the requests of Karen Anderson, Melanie Hairston, Danyale Sibray, William Reed, Jamie Mandela, Diana Collins and Rachel Sterling. The request made on behalf of Antoinette Burke was denied based on statute, the license for Dvona Mayle will be extended for three months so that she has time to accrue continuing education, Jody Null will be granted a final permit, and Denita Coen's request is denied; Vickie will follow up with correspondence regarding the Board's rulings.

**Working Group Needs/Assignments/Tasks-planning session**

The Board scheduled their meetings for the remainder of the calendar year: August 29, October 17 and December 19; all meetings are at 11:00 am.

**Next meeting date:** June 21, 2019 at 11:00 am. 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