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REGULAR BOARD MEETING
University Park Plaza
Conference Room A – 4TH Floor
2829 University Avenue S. E.
Minneapolis, Minnesota 55414

Minutes

November 18, 2011

Members Present:
Christine Black-Hughes, LICSW, Vice Chair
David Hallman, LSW
Jacqueline Johnson, LICSW
Rosemary Kassekert, Public Member
Janna Kovach, LSW
Mary Casey Ladd, LICSW
Kenneth Middlebrooks, Public Member, Chair
Carol Payne, LSW
Ruth Richardson, Public Member
Nicole Roiger, LSW
Tamerlee Ruebke, LSW
Beverly Ryan, LISW
Angie Stratig, LICSW

Members Absent:
David Sandry, Public Member, Secretary-Treasurer
Antonia Wilcoxon, Public Member

Staff Present:
Louis Hoffman, Director of Compliance
Michelle Kramer-Prevost, LGSW, Staff Social Worker
Sheryl McNair, LICSW, Assistant Director
Brenda Mammenga, Recording Secretary
Connie Oberle, Office Manager
Kate Zacher-Pate, LSW, Executive Director

1. PROPOSED AGENDA [Attached]

Chair Middlebrooks called the meeting to order at 9:05 a.m. A quorum was present and the Board unanimously approved the agenda.

2. MINUTES FOR SEPTEMBER 16, 2011 BOARD MEETING [Attached]

The Board of Social Work (BOSW) unanimously approved the September 16, 2011 minutes.

3. EXECUTIVE DIRECTOR'S REPORT: Zacher-Pate [Attached]

Zacher-Pate thanked the Board members for their commitment and participation at committee meetings on Thursday. She referred to the information included in the Board packet and commented on the following:

- Extensive work has been completed to prepare the Board's Self-Evaluation Report required by The Minnesota Sunset Act, under the newly enacted Minnesota Statutes, section 3D.06. Zacher-Pate served on the Executive Director (ED) Committee to develop a "template" to be used by the Health Licensing Boards (HLBs) for the report. The Sunset Advisory Commission (SAC) met for the first time on November 14. Additional information will occur under agenda item 6.
- Budget information will be reported under agenda item 12.
- Two thefts have occurred recently in the HLB offices. The ED Management Committee is reviewing possible security improvements.
- Bargaining unit contract negotiations have not occurred and will likely impact the Board budget and employee benefits.
- Several variance requests were granted under MS 148E.035 and one geographic waiver was granted under MS 148E.035, subdivision 3.
- A report from Minnesota Analysis and Development entitled "Minnesota Department of Labor and Industry and Minnesota Office of Enterprise Technology, Minnesota Enterprise e-Licensing System Evaluation, November 2011", was distributed.

4. LICENSING UNIT REPORT: McNair [Attached]

McNair reported the following:

- During the past several months licensing staff have provided presentations on the new licensing requirements and the standards of practice to social work students in CSWE accredited bachelor's and master's programs at MN State University-Moorhead, St. Cloud State University, College of St. Scholastica, MN State University-Mankato, Bemidji State University, University of Minnesota-Twin Cities, Augsburg College, Winona State University, and later this month at Bethel College and Metropolitan State University. Board staff and Board members have offered presentations or staffed vendor booths at the following conferences this fall: St. Louis County Health and Human Services in Duluth, Minnesota Social Service Association in Moorhead, Minnesota Nursing Home Social Workers' Association in St. Cloud, National Alliance on Mental Illness (NAMI), and Minnesota Association of Black Social Workers.
- Licensing staff are continuing to implement the new August 1, 2011 licensing requirements and educating customers about the new requirements.
- A total of 31 applications for the LICSW license have been received since the law changed on August 1, 2011, and, to date, none of these applications have been referred to the Application Review Committee (ARC) for review of the 360 clinical clock hour requirement. The Board is waiting for many of these applicants to submit additional documentation before the applications will be referred to the ARC. Several schools from out-of-state have been able to verify that the LICSW applicants met the 360 clinical clock hour requirement as a part of their MSW degree program.

- Licensing statistics from 2000-2010 are included on pages 18-22 of the Sunset Report and indicate that the number of applications received has increased by 43%, the number of licenses granted has increased by 25%, and the number of licenses renewed has increased by 33%. Despite the increase in customer services provided, Board employee complement was decreased in 2006 and has remained constant primarily due to internal process improvements and increased utilization of online services.
- Summary Renewal Statistics for the time period of 7/1/10 – 6/30/11 were included in the Board packet and reviewed. A total of 5,208 renewal applications were processed from 7/1/10 – 6/30/11 with 3,917 (75%) completed online; 102 reactivations were processed during this time period. The number of renewal applications received increased 6% from the previous year. The average number of days for completion of a renewal application was 8 days, and the average number of days for first contact was 15 days, in cases where additional documentation is needed. Processing time of renewals is often contingent on the timeliness of supervisors submitting Supervision Verification Forms.
- Summary Licensing Statistics for the time period of 7/1/09 – 6/30/11 were included in the Board packet and reviewed. A total of 3,278 license applications (74% online) were received during this time period, which was an increase of 9% from the previous two years. 26% of license applications were completed in 3 months or less and 57% were completed in 6 months or less. The average number of days for first contact was 27 days.
- License application processing time is dependent on when the Board receives the required documents and how quickly an applicant chooses to move through the process. For example, students may apply and take the licensing exam prior to completing degree requirements, but they must wait until their official transcript is available after graduation to be issued a permanent license. An applicant has one year from the date of application submission to meet all qualifications for licensure and provide all information requested by the Board before an application is closed.

[Stratig arrived at 9:25 a.m.]

5. COMPLIANCE COMMITTEE REPORT: Hallman, Hoffman [Attached]
- Including Citizen Advocacy Center (CAC) 2011 Meeting Report

Hoffman distributed a written report regarding his attendance at the Citizen Advocacy Center (CAC) Conference and also distributed the Association of Social Work Boards (ASWB) "Public Protection Database, Summary of Actions" which is the cumulative statistics of ASWB member boards since the inception of the ASWB Disciplinary Action Reporting System. This Board's statistics are current and are reported after disciplinary action has been approved at a Board meeting. The disciplinary actions are reported to the Federal databases, National Practitioner Data Bank, and to Healthcare Integrity and Protection Data Bank through ASWB as the Board's agent.

The Compliance Unit Case Age and Status Report, as of November 9, 2011, was reviewed.

Executive Session - Closed to the Public [9:55 a.m. – 10: 05 a.m.]

A motion was made by Compliance Panel A for the Board to approve an Order Granting Unconditional License in the matter of Lyle G. Elenkiwich, LICSW, License No. 11797. The motion passed unanimously.

A motion was made by Compliance Panel A for the Board to approve an Order Granting Unconditional License in the matter of Joel S. Morseth, LICSW, License No. 7857. The motion passed unanimously.

6. MINNESOTA SUNSET ACT, MINNESOTA CHAPTER 3D.06; REVIEW OF HEALTH LICENSING BOARDS: Zacher-Pate

Zacher-Pate reported the following:

- The Sunset Advisory Commission is required to make recommendations to the Legislature and Governor concerning: the abolition, continuation, or reorganization of each state agency under review; improvements that might be made to the operations of those agencies; and the consolidation, transfer, or reorganization of programs within state agencies *not* under review when the programs duplicate functions performed in agencies under review. The Act is written that the small state agencies, councils and health-related licensing board being reviewed in 2012 will sunset automatically unless there is proactive legislation enacted to continue the agency.
- The HLB EDs drafted a template to be used by the boards in response to the 13 items listed in the statute for the Self-Evaluation Report. The BOSW Executive Committee was invaluable in preparing the project, Greg Hubinger, staff person from the Legislative Coordinating Commission, offered direction and assistance, and the report would not have been completed without the work of Board staff, McNair, Hoffman, Oberle, and Schultz (Office Assistant). All Board members and staff were complimented for their exemplary service to the state and profession in meeting the Board's mission, as is demonstrated by the data contained in the report.
- The first meeting with the SAC was November 14. Representative Kiffmeyer was the convener and recommended that the following be included in the report, along with the 13 items listed in statute: executive summary, organizational chart, link to the website, six year history of staffing equivalence and funding, list of Advisory Councils, citation of statute creating and governing the organization, citation of administrative rules, and link to other governance documents adopted by the organization. The SAC did not vote to adopt the staff recommendations.
- The SAC is using the Texas Performance Review as a model for Minnesota's review. William Eggers, former project director of the Texas initiative, presented at the meeting. Eggers is currently the Global Director for DeLoitte Research and Government Lab and the ED of DeLoitte's Public Leadership Institute.
- Reviews are due before January 2012, and public hearings will be scheduled. Recommendations are due to the Legislature by February 1, 2012. Seven votes are needed to pass a recommendation and the votes may be used to abolish, continue, or change the 26 agencies under review.

- Public information will be posted to the Board's website, the Board's Legislation and Rules Committee will be reactivated, and talking points will be developed to provide data to the Board and staff to relay consistent information to the public.
- Meetings are set up to meet with Senator Rosen and Representative Abeler regarding the BOSW policy bills that were stalled out during the 2011 session, and the Sunset legislation.
- Middlebrooks noted there was Board consensus approving the draft of the SAC report.

7. HEALTH PROFESSIONAL SERVICES PROGRAM (HPSP) ANNUAL REPORT:
Monica Feider, LICSW [Distributed]

Middlebrooks introduced and thanked Feider for presenting today. Feider made the following comments:

- The HLBs fund 98% of HPSP's program by paying an annual participation fee of $1,000 and a pro rata share of program expenses based upon number of licensees enrolled. The average annual cost per HPSP participant is approximately $1,000, which is charged to the HLB. There is no cost to the participant except for toxicology screens, if required.
- Board of Social Work's (BOSW) total number of referrals from1997 through June 2011 was 141. BOSW voluntary referrals during this time period were 32% compared to 30% from other HLBs in FY 2011; BOSW discipline referrals were 11% compared to 12% from other HLBs; BOSW self-referrals were 41% compared to 40% for other HLBs; and BOSW third party referrals were 16% compared to 19% for other HLBs. LSWs comprised 44% of the total number of Board referrals through 11/14/11, LGSWs comprised 17%, LISWs comprised 3% and LICSWs comprised 36%. Of the 141 referred (63%), 82 were monitored and 40 (49%) completed the conditions of their monitoring plans. There were 48 licensees who were not monitored due to ineligibility, no contact, non-cooperation, or non-jurisdiction.
- 50% of social workers referred to HPSP had a substance use disorder, of which 62% were also monitored for a psychiatric disorder. 77% of those referred had a psychiatric disorder, including persons also monitored for a substance use disorder (46% without comorbid substance or psychiatric disorder). 8% were referred for a medical disorder, including persons monitored for a substance and/or psychiatric disorder (4% without comorbid substance or psychiatric disorder).
- In relation to age and gender of HPSP participants, the average age of social workers was 43 (with an age range of 28 to 61 years) compared to an average age of 45 (with an age range of 21 to 79 years) for all participants. 67% of social workers were female and 33% were male compared to 68% female and 32% male for all participants.
- In relation to demographics based on telephone number prefixes, 62% of social workers are located in the Twin Cities Metro area, 30% in Southern MN, 18% in Northern MN, and 0% in Central MN or Other.
- Minnesota is one of only five HPSP programs across the country that serves all the HLBs. By serving all HLBs, reporting is simplified as there is a single point of contact for all regulated health professionals, providers, and employers, and duplication of services among HLBs is eliminated. Also, HPSP is not an independent state agency,

as HPSP's parent agency is the Minnesota Board of Dentistry, and, thus, its Sunset Report will be part of the Board of Dentistry's report.

- Feider received questions and Zacher-Pate thanked her for the report.

8. RESEARCH REPORT-INCREASING CLINICAL SUPERVISION OPPORTUNITIES IN RURAL MINNESOTA:

Paula Tracey, LICSW [Distributed]

Zacher-Pate introduced Paula Tracey and thanked her for asking to present her report to the Board. Tracey asked for the Board's support when she applied for a grant with ASWBs Research Foundation to research supervision in rural Minnesota. The ASWB American Foundation for Research and Consumer Education in Social Work Regulation ("Foundation") is a 501(c) 3 organization that supports efforts to explore the ways in which professional social work regulation impacts the profession and the public it serves. The Board supported Tracey in applying for the grant and provided public data for her survey which was used in the project.

Tracey thanked the Board for the opportunity to present her report entitled "Increasing Clinical Supervision Opportunities in Rural Minnesota" and made the following comments:

- The purpose of the project is to identify if there are barriers and/or needed resources which may further increase supervision opportunities in underserved areas of Minnesota. A self-administered questionnaire (mailed and online) was the method used to gather quantitative and qualitative data. The population sample was a random selection of 500 LICSWs in counties that were federally determined to have a shortage of mental health providers and also have a low number of LICSWs. The result was statistically significant as there were189 respondents or a 20% response rate. The qualitative portion consisted of four structured interviews which validated the results of the questionnaire.
- The remoteness and types of practice sites are included in the demographics of participants of the study, as well as the ethnicity of study participants. Supervisor status collected indicated that 72% had no supervisees, 15% had 2 or more supervisees, and 13% had one supervisee. The number of LICSW supervisors who met the new licensing supervisor requirements, effective August 1, 2011, was considered. 65% reported that they needed 1-30 hours of training in supervision, and 34% reported that they did not have 2,000 hours of post LICSW experience, including 1,000 hours of experience in clinical practice.
- Other sections of the report include "Identified Reasons/Barriers Causing a Shortage of Supervisors", "Needed Resources to Increase Supervision Opportunities", "Statistically Significant Differences Between Groups", "Preferred Method for Completing Supervision Training", and "Other Potential Resources to Increase Supervision Opportunities".
- Key Findings and Recommendations included: 1) payment and funding were the primary barriers or reasons for a shortage of supervision opportunities identified by both the quantitative and qualitative portions of the study; 2) the cost of travel for supervision is a concern; 3) generating online resources for and about supervision was supported by participants; 4) the new training requirement for increased supervision is an additional stressor; and 5) interest in the possibility of student loan forgiveness for providing supervision.

- The following limitations were noted: 1) participants may not represent all LICSWs in underserved areas of Minnesota and across the nation or in similar international regions; 2) the number of interviews conducted was minimal; and 3) participation in the study was voluntary and may suggest a possible bias of respondents who care about the issue of supervision more than others.
- The "Where Do We Go From Here" portion of the study denotes the following: 1) create a supervision webpage; 2) offer free online training; 3) advocate for TeleMental Health; and 4) continue to form on-going collaborative systems to support supervision opportunities in underserved areas.

Tracey received questions and comments and thanked the Board, and particularly, Zacher-Pate, Middlebrooks, and Ladd for meeting with her and supporting her with the project and the opportunity to present her report. Tracey will be presenting her findings at an upcoming ASWB conference and submitting the report to social work journals. Zacher-Pate thanked Tracey for her work.

Pam Luinenberg, Coordinator for the Minnesota Coalition of Licensed Social Workers, thanked Tracey for conducting the study and commented that the information is assisting the Coalition in developing their webpage, which is used to support supervisors and supervisees in their practice.

9. APPRECIATION LUNCHEON FOR CASEY LADD, LICSW, Retiring Board Member
[Luncheon – 12:20 – 12:55 p.m.]

10. ELECTION OF BOARD OFFICERS FOR 2012 and 2013: Sandry [Attached]

In Sandry's absence, Middlebrooks made the following comments:

- The election of Board Officers occurs at the November Board meeting in odd-calendar years and nominations will be taken from the floor at the November meeting. Officers are elected by majority vote and will serve from January 1 through December 31 over two calendar years. The requirements regarding the election process and duties of officers are noted in the Board's Bylaws.
- The slate of officers presented from the Nominating Committee for Board consideration are the following: Chris Black-Hughes, LICSW, PhD, Chair; Ruth Richardson, J.D., Public Member, Vice-Chair; and Carol Payne, LSW, Secretary-Treasurer. There were no nominations from the floor, and the nominations were closed.
- Ballots were distributed, voting occurred, and results will be announced later in the meeting following tabulation.

A motion was made by Hallman, and seconded by Kassekert, that upon adjournment of today's meeting, the ballots for the nomination of Board officers be destroyed. The motion passed unanimously.

11. BOARD AND COMMITTEE DATES FOR 2012 and 2013: Middlebrooks [Attached]

A motion was made by Black-Hughes, and seconded by Kassekert, to approve the Board and Committee dates for 2012 and 2013. The Board unanimously approved the motion.

12. COMMITTEE and LIAISON REPORTS

A. Advisory Committee (AC): Wilcoxon, Kovach [Attached]

Kovach reported the following:

- Barbara Kaufman, Committee Chair, will draft a letter to be sent to the represented organizations of the AC informing them of the newly adopted bylaws, the AC representative appointment process, including the need to notify the AC Chair and the Board's ED in writing upon changes in representation, and the newly drafted AC representative job description.

B. Application Review Committee (ARC): Black-Hughes, Johnson, Ladd, Stratig

Black-Hughes reported that no LICSW applications have been reviewed by the ARC yet.

C. ASWB November Delegate Assembly Report: Middlebrooks, Johnson, Zacher-Pate [Distributed]

Middlebrooks made the following comments as Board delegate:

- The conference was held on November 3-5, 2011 in Oklahoma City, OK, and 50 jurisdictions were represented from the US and Canada.
- 2010 resulted in a net gain of $1.4 million, with $167,000 of that gain coming from investments. Most of this gain went to reserves that are restricted for operating expenses but could be used for emergencies such as exam or legal defense. From January 2011 through September 30, 2011, ASWB had a net gain of $533,000, which included a loss of $152,000 due to market fluctuations.
- Testing is going well with Pearson Vue as the new testing vendor. 24,400 exams were given between January and September 30, 2011. The new Bachelors, Masters, and Clinical examinations resulting from the 2009 practice analysis were administered beginning January 2011, and the new Advanced Generalist exam will be administered beginning January 2012.
- The strategic plan has been formalized and its execution has begun. "ASWB Strategy Map" and "Examination Committee 2011" were distributed. The primary emphasis of the strategic plan is expanded outreach to both the social work regulatory community and the social work profession, which includes the following: visits to member Boards has been expanded, social media presence now includes Facebook and Twitter, subscription to the ASWB newsletter is available electronically, there is a Listserve for EDs and Board members, and there is ongoing communication between the regulatory and social work communities.

- Election of ASWB officers occurred. Carole Bryant from Saskatchewan is the new Treasurer; Fran Franklin from Louisiana is the Director at Large Professional; and Pat O'Reilly from West Virginia is the new Director at Large Public Member.
- Several By-Law amendment proposals that were discussed at the September Board meeting were voted on. These included: 1) the ASWB Finance Committee proposed transfer of the authority to set examination fees from the full Delegate Assembly to the ASWB Board of Directors (proposal defeated); 2) the ASWB Nominating Committee proposed extending terms and staggering elections of nominating Committee members (proposal passed); and 3) a proposal to eliminate the requirement for a Parliamentarian at the Annual Meeting of the Delegated Assembly (proposal passed).

Middlebrooks asked Johnson, a current member of the ASWB Regulation and Standards Committee, to report on that meeting and the proposed amendments brought to the Delegate Assembly from that Committee. She reported the following:

- The committee met in July in Virginia and agreed to present recommendations to the General Assembly for changes to the Model Social Work Practice Act as follows: 1) whether a client has the right to know when an applicant for clinical social work licensure is under licensing supervision, implications of supervision, and the knowledge of professional background of the supervisor (recommendation passed by 47 to 1); 2) whether limits should be placed on the length of time a supervised social worker may remain in supervision without taking the final steps to complete the license application process, with a recommendation for social workers under any circumstances, the 3000 hours of experience must be completed within eight years (recommendation passed 36 to 6);
  3) whether there should be a limit on the number of social workers a supervisor may supervise at any given time, with a recommendation to table this for further research in 2012; and 4) reviewing licensure issues around individuals receiving PhDs in social work and no terminal masters degree in social work, and proposed changes to the ASWB Model Social Practice Act, with a recommendation to disallow a PhD in social work from being a degree by which an applicant is eligible for an independent clinical social worker license (recommendation passed 33 to 8).
- The General Assembly agreed to review and make recommendations on the use of the document titled, "Guidelines for Social Work Disciplinary Actions" and to consider using the document as a resource for ASWB. The recommendations were approved.

Zacher-Pate thanked the Board for sending her to the meeting and commented on the Administrator's Forum:

- The Pearson Vue incident rate, which is an situation where there is a problem with the administration of the examination, at examination sites is very low at 1.7%.

- Dwight Hymans, ASWB Board Liaison, has been appointed to the CSWE Commission until 2015, which will provide interface between academics and regulators.
- Glenda McDonald, Registrar (ED) from Ontario, reported that the Canadian Province Social Work Model has one entity which includes both the professional association and the regulatory body and is named a "College". Ontario formed a Communication Education Outreach Commission, hired a public relations research firm to research and identify stakeholder groups and to enhance communication and education and relay to the public the value of licensure and regulation. The following four value statements were used in their media presentation to relay the advantage of licensing social workers: licensed social workers are professional, ethical, qualified, and accountable.

Election of Board Officer Results (Continuation of Agenda Item #10)

Middlebrooks announced the ballot results of the election of Board officers as follows: Black-Hughes was elected Board Chair; Richardson was elected Vice Chair, and Payne was elected Secretary-Treasurer. They will hold these positions from January 2012 – December 2013.

Zacher-Pate congratulated the new officers and said the outgoing officers will be honored at the January Board meeting.

D. Communication Education Outreach Committee (CEOC) Wilcoxon

In Wilcoxon's absence, Kovach reported the following:

- The committee met on Monday and discussed membership which will include: Wilcoxon as the Chair; Board members Black-Hughes, Hallman, Kovach, Roiger, Ruebke, and Ryan; and Staff members Hoffman, McNair, and Zacher-Pate.
- There was discussion on the following: review of the Board's Strategic Plan, comments received from the Board and AC, subject matter expertise, partnering with agencies, leveraging relationships to reach a broader audience, and possibly participating at the state fair. The AC praised the committee for its goals and current public education initiatives.
- The following was also discussed: online licensee evaluation, increasing the public's knowledge of the Board, comprehensive marketing strategies, identifying existing target audiences including students, social work associations, self-identified ethnic and cultural groups and consumers, new strategic relationship building, asking agencies and counties if CEOC may present at meetings or conferences and doing the same for cultural celebrations, producing consumer brochures, advertising on radio stations including those of different cultures and ethnicities to relay the primary role of the regulatory agency, and identifying realistic resources for presentations.
- Additional Board members are needed to serve on the committee.

E. Council of Health Boards: Kassekert

Kassekert said there was no report.

F. Executive Committee: Middlebrooks, Black-Hughes, Sandry
-Attendance: Federation of Association of Regulatory Boards (FARB) [Attached]
-Appoint New Chair of Legislation and Rules Committee and Compliance Panel A Member

Middlebrooks reported the following:

- Appreciation was extended to Kassekert as the new member of Compliance Panel A and to Hallman as the Chair of the Legislation and Rules Committee.
- Zacher-Pate's annual review will be held at the January Board meeting, and Board members will be contacted for comments in December. The new Board Chair and Executive Committee will be apprised of developments.
- No one will be attending the FARB Conference.

G. Finance Committee: Sandry [Attached]

Black-Hughes reported the following in Sandry's absence:

- The end of the fiscal year was June 30, 2011. Budget appropriations for FY 2012 are $1,036,000 and $1,053,000 for FY 2013. Revenues for FY 2011 were 111%, and the anticipated overage funds of $102,812 will go into the accumulated funds in the State Government Special Revenue Fund (SGSRF); they are not carried forward as this was the second fiscal year in the biennium.
- As of October 31, 2011, at 33% of the fiscal year, expenditures are at 29% and revenues at 34%. The total appropriation or operational budget is at $1,036,000, which includes an increase in the base budget. It is doubtful however, if spending will reach this amount as any additional revenues that would have been received if the exemption legislation had been enacted, in the 2011 Session did not occur. Attorney General's Office (AGO) expenses have increased and will be reviewed and monitored closely.

H. HPSP: Kassekert

Kassekert reported the following:

- A case was reviewed, a draft of the SAC report was distributed and discussed, and the budget does not allow for hiring a student worker.

I. Legislation and Rules Committee: Ladd

In Ladd's absence, Middlebrooks said there was no report.

J. Legislative Task Force: Middlebrooks, Wilcoxon

In Wilcoxon's absence, Middlebrooks said there was no report.

K. Nominating Committee: Sandry [See Agenda Item 10]

13. PUBLIC COMMENT

Pam Luinenberg, Coordinator for the Minnesota Coalition of Licensed Social Workers, said this was a very good meeting, and useful information.

14. OTHER BUSINESS

There was no other business.

15. ROUNDTABLE

The following comments were made:

- Hallman welcomed Kassekert to Compliance Panel A and asked the Board to consider membership on the Legislation and Rules Committee.
- Richardson expressed appreciation for being part of the executive team and increasing her leadership role on the Board.
- Stratig said she is now working as the American Indian Mental Health Program Consultant at the Department of Human Services.
- Payne thanked the Board for voting her into the Secretary-Treasurer position. She also said Loyola University contacted her regarding their online research related to requirements for licensure supervisors. The University believed that Minnesota did not have the supervision requirements for licensing supervisors of other states. However, Payne explained the Board's new supervision requirements, and they were pleased with the clarification.
- Black-Hughes thanked Middlebrooks for his leadership and service as Chair of the Board, and stated that she looks forward to working with Richardson and Payne. She also asked Middlebrooks and Sandry if they would attend the January Executive Committee meeting for transition purposes.
- Zacher-Pate said it was a delight and honor to have Middlebrooks as Chair and congratulated the new officers. Also, the iPad training of Board members to allow remote access and "paperless meetings" will occur following the Board meeting. In addition Compliance Panel B will meet after this meeting.

16. ADJOURN

The meeting adjourned at 2:00 p.m.

Respectfully submitted,

Carol Payne, LSW

Carol Payne, LSW
Secretary-Treasurer