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

Minutes

July 20, 2012

Members Present:
Christine Black-Hughes, LICSW, Chair
David Hallman, LSW
Rosemary Kassekert, Public Member
Kenneth Middlebrooks, Public Member
Carol Payne, LSW, Secretary Treasurer
Tamerlee Ruebke, LSW
Beverly Ryan, LISW
David Sandry, Public Member
Angie Stratig, LICSW
Antonia Wilcoxon, Public Member

Members Absent:
James Gaylord, LICSW
Jacqueline Johnson, LICSW
Janna Kovach, LSW
Ruth Richardson, Public Member, Vice Chair
Nicole Roiger, LSW

Staff Present:
Louis Hoffman, Director of Compliance
Michelle Kramer-Prevost, LISW, 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:** Black-Hughes (Attached]

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

2. MINUTES FOR MAY 18, 2012 BOARD MEETING [Attached]

The Board of Social Work (BOSW) reviewed the May 18, 2012 minutes.

A motion was made by Kassekert, and seconded by Payne, to approve the May 18, 2012 minutes. The motion carried with one abstention.

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

Zacher-Pate commented on the following:

- An outreach and education campaign will be rolled out through electronic means to implement the Alternate Supervisor Provision, effective August 1, 2012.
- There was no change made in the 2012 legislation regarding the county agency social worker exemption, and they may continue to use the title of "social worker" even if they are not licensed. City, state, and minority focused private nonprofit agency social workers hired before July 1, 2016 will continue to be exempt from licensure, and the Attorney General (AG) believes this group may also continue to use the title of "social worker". However, effective July 1, 2016, newly hired individuals employed by these agencies must be licensed if: 1) the individual is presented to the public by any title incorporating the words "social work" or "social worker", or 2) the individual has a baccalaureate or graduate degree in social work, accredited by the Council on Social Work Education (CSWE) and the individual engages in the practice of social work.
- Information on the grandfathering provision, effective January 1, 2013, is posted to the website, as the primary place to find information. Specific information will be sent to affected agencies and parties in late fall. City, state, and private nonprofit minority agencies are the primary groups that will be targeted. State employees will be informed of the changes through the Minnesota Association of Professional Employees (MAPE), Minnesota Merit System, Department of Human Services (DHS), Minnesota Department of Health (MDH), U of M, MNSCU, and the Minnesota Management and Budget's (MMB) Assistant Commissioner's e-mail distribution list. The League of Minnesota Cities has an email distribution list and the Minnesota Council on Nonprofits (MCN) will post a press release on their website free of charge.
- During the Sunset Commission hearings, the Executive Directors (EDs) provided testimony at the Legislature regarding MN.IT Services' new IT e-licensing system, Versa, for back-end and front-end services. The Sunset Statute requires MMB, in collaboration with the HLBs and MN.IT to study and report on the best IT solution. At this time, MN.IT has determined that the Health Licensing Boards (HLBs) will not be required to migrate to the Versa system. However, the HLBs will not be allowed to use adaptors to connect current gateway systems to Versa as a backend licensing system.

4. LICENSING UNIT REPORT: McNair

McNair reported the following:

- The planned fifth edition of the American Psychiatric Association's *Diagnostic and Statistical Manual of Mental Disorders* is due for publication in May 2013 and will supersede the DSM-IV-TR, which was last revised in 2000. The Association of Social Work Boards (ASWB) will be reviewing and evaluating the implications of DSM-5 for the social work licensing examinations before making any needed changes. If changes are made, they will go into effect in January 2015.
- ASWB exams are now being administered at 26 Pearson Vue Professional Centers worldwide, including sites in Europe, Asia, South America, and Africa.
- Implementing the 2012 legislative changes and training staff will continue throughout the year.
- McNair asked Board members if they would be interested in a brief, routine presentation at Board meetings related to a specific aspect of licensing. Topics might include temporary licenses, inactive licenses, reactivating a license, continuing education, etc. Board members agreed that they would like such training.

5. COMPLIANCE COMMITTEE: Hallman, Hoffman [To be Distributed]

Hoffman reported the following:

- The compliance statistics remain consistent with 60-80 open cases which are usually resolved in 0-3 or 3-6 months. Compliance Panel C met for the first time in June and reviewed 20 unlicensed practice cases, many of which the Panel closed. There will be another Panel meeting in August.

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

A motion was made by Compliance Panel B for the Board to approve the Stipulation and Order in the Matter of Suzanne Dresdner, LICSW #13509. The motion carried unanimously.

6. COMMITTEE & LIAISON REPORTS:

A. Advisory Committee (AC): Wilcoxon, Kovach [To Be Distributed]

Wilcoxon deferred to Zacher-Pate to report, and Zacher-Pate said there will be a committee orientation at the August meeting. Kay Hansen, LISW, committee chair, distributed the meeting minutes.

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

Stratig reported that applications are reviewed on a continuing basis, and she thanked McNair for preparing the files for review. McNair commented that it may take applicants several months to gather and submit documents to the Board to demonstrate completion of the new 360 clinical clock hour requirement. Also, 10 or more staff hours are being spent per week to preliminarily review LICSW applications related to the new 360 clinical clock hour requirement, to send out deficiency notices, and to prepare the files for further review by the ARC.

C. ASWB: Middlebrooks, Stratig, Zacher-Pate [Attached]
*Publishing School Pass-Rate Statistics & Discussion of Dr. Reamer E-World Ethics Presentation

Zacher-Pate reported the following:

- Chuck Friedman, ASWB Examination Program Manager, sent an e-mail to the social work regulatory board administrators requesting input from boards regarding posting individual college and university examination pass/fail rates on the ASWB website. Members discussed the pros and cons of this data being available at the ASWB website. Academic institutions can now purchase data on their student performance from ASWB. Members supported the transparency, but would stress that the data must be reported in context, and include a significant sample, and that examination performance may not be the sole source of competence. For example, report more than one year's data, and include the number of test takers. It is not really the Board's role to determine how the data may be used. Zacher-Pate will respond to the survey with the Board's recommendations.
- Board members were provided a four hour CD of Dr. Frederic Reamer's presentation at the ASWB Spring Conference on "Managing Social Media and Electronic Communication in Social Work Practice: Ethical and Risk-Management Issues". Discussion of the training will take place at the September Board meeting.

D. Communication Education Outreach Committee (CEOC): Wilcoxon

Wilcoxon reported there was no meeting, but the committee is meeting later this afternoon.

E. Council of Health Boards: Kassekert

Kassekert reported there was no meeting.

7. EXECUTIVE SESSION – Closed to the Public: 11:00 a.m. – 12:10 p.m.
[Attached Non-Public Documents, Board Members Only]

[Assistant AGs Geoff Karls and Ben Garbe arrived at 10:50 and 10:55 a.m., respectively.]

LUNCH *[12:12 p.m. – 12:45 p.m.]*

6. COMMITTEE & LIAISON REPORTS [Continued]

F. Executive Committee: Black-Hughes, Richardson, Payne [Attached]
*BOSW Strategic Plan Review & Attendance at CLEAR Conference

Black-Hughes reported the committee received a request from a licensee for an exception to the supervision requirements, as her supervisor did not have the 30 hours of supervision training before she provided supervision to the licensee. The

committee will make no exceptions to the statute that went into effect on August 1, 2011.

G. Finance Committee: Payne [Attached]

Payne reported the following:

- The committee met yesterday and reviewed the budget through May 31, 2012, which is approximately 92% of the fiscal year. Direct operational expenses are at 69.01% of the budgeted amount, indirect operational expenditures are at 105.02%, and AG expenses are at 138.02%. The total direct and indirect expenditures are at approximately 73.03% of the budget.
- The 84.97% revenue in the May report is an error, and is believed to be higher. The discrepancy was reported to Juli Vangsness in the Administrative Services Unit, and the correct revenue amount will be reported when it is confirmed.
- End of FY 2012 financial data, ending June 30, 2012, is not yet available.
- The committee agreed that it is important to hire an outside source to begin scanning current paper files, even though this will be a direct operational expense.

Zacher-Pate made the following comments:

- The Board operates with two fiscal years in the biennium, and the first fiscal year of the biennium, FY 2012, was completed June 30th. FY 2013 began on July 1st and unspent funds in the first fiscal year may be carried forward in the second fiscal year.
- Based on the new Sunset Legislation enacted in 2012, the HLBs may retain up to one year's operational budget in its accumulated balance, before an adjustment in fees is necessary. The BOSW accumulated balance was $667,000 on June 30, 2011, ending FY 2011, and is expected to remain close to that amount at the end of FY 2012. The Board appropriation is $1,036,000 in FY 2012 and $1,054,000 in FY 2013.
- Juli Vangsness will be asked to present on the budget process at the September Board meeting, and the Board will need to approve the preliminary proposed FY 2014-FY 2015 biennial budget at that meeting, as the final budget proposals are due for submission to MMB by October 15, 2012.
- The Board had a significant budget balance in 2005 after the fee increase, and the Board determined to spend down the accumulated balance by decreasing fees. Fees were reduced 20% in 2006 and 10% in 2009, which significantly reduced the accumulated balance. In addition, the Legislature very unexpectedly transferred approximately $1.5 million from the BOSW accumulated balance, from FY 2008-FY 2011, which dramatically changed the Board's budget structure. It is not expected there is the need for a license fee increase in the proposed FY 2012-FY 2015 biennial budget.
- The AG fees have increased by approximately 50% above the budgeted amount, due to more cases and more complex cases requiring intensive investigation. Also, there are more contested cases and more experts have been hired.

- The number of license applications has increased and will increase further due to the grandfathering period. Revenues from grandfathering will cause an increase in revenues, of an estimated $20,000 by the end of FY 2013.

H. HPSP: Kassekert

Kassekert reported there was no meeting.

I. Legislation & Rules Committee: Hallman

Hallman reported there was no meeting.

J. Legislative Task Force: Middlebrooks, Wilcoxon

Wilcoxon reported there was no meeting.

K. Nominating Committee: Sandry

Sandry reported there was no meeting.

8. PUBLIC COMMENT

Alan Ingram, President of NASW-Minnesota Chapter, commented that on November 9th, NASW will sponsor Dr. Reamer (noted above), who will be presenting on "Social Work in the Digital Age" at the University of Minnesota's Continuing Education Center. Also, serving on advisory committees to social work training programs, Ingram has noticed positive changes made to the clinical training programs, which would not have occurred if the clinical standards had not been increased.

9. OTHER BUSINESS

There was no other business.

10. ROUNDTABLE

No comments were made.

11. ADJOURN

The meeting adjourned at 1:20 p.m.

Respectfully submitted,

Carol Payne LSW

Carol Payne, LSW
Secretary-Treasurer