REGULAR BOARD MEETING
University Park Plaza
University Conference Room A – 4th Floor
2829 University Avenue SE
Minneapolis, Minnesota 55414

July 18, 2003

MINUTES

Members Present: Miriam Bergmark, Public Member
Anthony Bibus, III, LISW
Jane Braun, LSW
Roy Garza, LGSW
Paul Gaston, LSW
Margaret Sebring Khali, LSW
Peter Langseth, LSW
Ken Middlebrooks, Public Member
Steven Sawyer, LICSW, Chair
Timothy Schmidt, Public Member
Antonia Wilcoxon, Public Member, Secretary-Treasurer
Barbara Butts Williams, Public Member

Members Absent: Kathleen Beehler, LSW
Marilyn Kiloran, LICSW
Anoma Mullegama, LICSW

Staff Present: Louis Hoffman, Director of Compliance
Frank Merriman, Executive Director
Sheryl McNair, LICSW, Staff Social Worker
Connie Oberle, Office Manager
Kate Zacher-Pate, LSW, Assistant Director

1. PROPOSED AGENDA

Chair Sawyer called the meeting to order at 10:05 a.m.; a quorum was present. The agenda was amended to move the Executive Committee Report from 10. C. to 10. A. **A motion was made by Bergmark, and seconded by Langseth, to approve the agenda, as amended, for the July 18, 2003 Board meeting. The motion carried unanimously.**

2. NEW BOARD MEMBERS

New Board members Roy Garza, Ken Middlebrooks, and Barbara Butts Williams introduced themselves.

3. MINUTES FOR MAY 16, 2003 MEETING

A motion was made by Langseth, and seconded by Bibus, to approve the minutes for the May 16, 2003 Board meeting. The motion carried, with one Board member abstaining.

4. EXECUTIVE DIRECTOR'S REPORT: Frank Merriman

- **Budget:** Merriman and several Executive Directors will meet with the Department of Finance this month. Conclusions will be reported to the Finance Committee and the Board.

- **Lease:** The target date for renewing and signing the lease for this location is August 29, 2003.

- **Conferences:** Sign-up sheets were passed for the following: CLEAR (September 11-13, 2003), ASWB Board Member Training (Sept. 19-21, 2003), ASWB Annual Meeting (November 7-9, 2003) and FARB (Feb. 6-8, 2004). Sebring Khali and Wilcoxon signed up for CLEAR, Garza for ASWB's Board Member Training, and there are several "possible" notations.

- **Going Away Party for Retiring Board Members:** To be held at Muffulettas the night before the next Board meeting, Thursday, September 18.

- **Legislation:** A summary sheet of the social work legislation enacted in the 2003 session is available to the public and it will be posted on the Board's website.

- **New Board Members:** Orientation occurred July 11. New members were encouraged to attend ASWB's Board Member Training; one person may attend per session.

- **Online Renewals:** Due to further adaptation, the new deadline for implementation is August 1. Merriman thanked Dave Birckelbaw for his exemplary work on the project.

- **Special Projects:** Except for the changes that are dependent on the 2005 legislative proposal, most of the SCOBO recommendations have been implemented. (See July 9, 2003 report attached)

- **Study of Health Board Governance Structure:** The Executive Directors hired a temporary research analyst, Anna Bonelli, beginning July 21. She will study governance structures in other states and provide information in preparation of the Boards' responding to legislative proposals. She is employed by ASU and housed in Social Work under Merriman's direction. At the September Board meeting, Merriman will propose a study specific to Social Work.

Note: *The September and November Board meetings will be in the BMP Conference room on the 3rd floor.*

5. DEMO ON ONLINE SERVICES/WEBSITE: Dave Birckelbaw

As project manager, Birckelbaw gave an overview of the steps taken to complete the project, from the Office of Technology's initial approval of the service contract to a live online service demonstration of the work which has been completed to date. More features have been built for the money budgeted as the Board contracted with developers who had designed and implemented online renewal applications for other health related licensing boards, using the North Star website template and portal, and the EasyGov system for online payment. Testing has been successful.

The website redesign is nearing finalization, and content is being added.

6. LICENSURE EXAMINATION STUDY: Ralph Holcomb

Under statutory mandate, the Board is required to submit a report to the 2005 Legislature on the results of the study as well as recommendations on possible remedies to address any disparity in examination failure rates among different populations. Mr. Holcomb is conducting the study; he distributed copies of his Power Point presentation, "Social Workers who are Foreign-Born English Language Learners – Investigating the Disparity in Passage Rates." Holcomb has found that in comparing failure rates, "There is a general disparity in passage rates between social workers who are white and those who are ethnic or racial minorities." Factors for the disparity include cultural orientation, language, and exam format. Success of the study relies on identifying all foreign-born English language learner social workers, including those who have not taken the licensure exam. A master list will be compiled of those conforming to the study requirements and they will be asked to complete an on-line survey. Further findings will be reported to the Board in 2004.

7. SURVEY OF COUNTY SOCIAL WORKERS: Ralph Holcomb

Holcomb reported on the research he has completed on licensing county social service personnel. He distributed copies of his Power Point presentation: "Universal Social Work Licensure In Minnesota? What Minnesota County Social Service Workers Think of Universal Licensure," and "The 2003 Minnesota County Worker Survey, Discussion and Conclusions." Over 600 social workers responded from 54 counties, excluding Hennepin and Ramsey. Fifty percent of those responding opposed mandatory licensing of county social workers, 30% were in favor. Social Workers responding negatively noted they have not seen a benefit in licensure, do not believe competence is a consideration, salaries don't compensate for the extra expense, etc. Those responding positively noted that public perception of the profession is elevated, it improves retention of workers, social work training is ensured, etc. Discussion included Board public relation issues and respondent/study recommendations to the Board. Conclusions included the recommendation to educate workers about the social work profession, to send quarterly newsletters from the Board, to provide in-service licensure presentations from the Board to counties, and to target current county social workers to promote licensure benefits.

8. LUNCH BREAK – 12:00

9. DISCIPLINARY MATTERS: Louis Hoffman
(Executive Session – *The meeting was closed to the public at 12:30 p.m.*)

1. In the Matter of Anne E. Jelinek, LSW. **A motion was made by Bibus, and seconded by Braun, to approve the Compliance Panel's recommendation to remove the conditions and restrictions pending on Jelinek's license under the Board's Stipulation and Order, and grant her an unconditional license. The motion carried, with one member abstaining.**

10. BOARD COMMITTEE REPORTS

A. EXECUTIVE COMMITTEE: Steve Sawyer

Met in June and completed Merriman's annual review.

Staff excused; Board discussed Merriman's performance evaluation.

(The meeting re-opened to the public at 1:05 p.m.)

B. APPLICATION REVIEW COMMITTEE: Tony Bibus

There have been no denials; the possible denial noted at the May Board meeting was resolved. A statistical report will be prepared for the September Board meeting and then the committee will be abolished.

C. COMPLIANCE COMMITTEE: Jane Braun

No report. Statistics will be available at the September Board meeting. Upon appointment of a Board member to replace Barbara Kaufman on the Compliance Committee and as the Board's representative to the Advisory Committee, the Compliance Committee will meet with the new Advisory Committee representative to discuss several SCOBO items that the Compliance Committee wanted the Advisory Committee to review.

D. ESL STUDY COMMITTEE: Peter Langseth

"ESL Study Committee Minutes, July 17, 2003" were distributed. The only grant may be $8,000 from the Bremer Foundation. Applications were sent to the Bush and Minneapolis Foundations. The Bush Foundation will consider grants at the end of November. If the applications are rejected, the Committee will ask the Board to cease funding requests after December 31, 2003 unless a grant is being processed. The grant writer contract with Colleen McDonald was extended through June 30, 2004. Upon depletion of funding, Ralph Holcomb will submit a report to the Board. Information gathered is owned by the Board.

Discussion on approaching Blue Cross/Blue Shield, reapplying with Bremer, applying with the United Way, and collaborating with other agencies.

E. FINANCE COMMITTEE: Antonia Wilcoxon

"Finance Committee Minutes, July 17, 2003" distributed and discussed by Merriman. Final budget figures for FY 2003 will be available in September along with a summary on the reasons for the $607,015 overage. Appreciation was extended to Merriman and Oberle for simplifying ASU's preliminary budget figures. Bibus asked if licensees should be rebated. Merriman said the Board does not have the freedom to act as it is bound by the Department of Finance and statutes. Khali asked if Board funds had been transferred from the Special Revenue Fund to the General Fund. Merriman said $350,000 was transferred July 1 and there is about $350,000 remaining in the Special Revenue Fund.

F. LEGISLATION AND RULES COMMITTEE: Tony Bibus

Subcommittee formed to draft Practice Act revisions for 2005 legislation. Members include Bibus and Gaston (Board members), Merriman and Zacher-Pate (Board staff), and Pam Luinenburg and Alan Ingram (Advisory Committee). They will review licensing provisions, make a comparison to the Model Social Work Practice Act, incorporate rules into statutes, etc. A report will be made to the Legislative and Rules Committee.

11. OTHER REPORTS

A. ADVISORY COMMITTEE: Frank Merriman

No action to be reported from the last meeting. Former Board member, Barbara Kaufman, needs to be replaced as Advisory Committee liaison.

B. COUNCIL OF HEALTH BOARDS: Paul Gaston

No meeting; there is one scheduled for September.

C. HPSP: Tony Bibus

Budget will allow HPSP to function about the same as it has in the past. The Board receives very good service for its investment. Sawyer asked for statistics; Bibus will provide them at the September Board meeting.

12. COMMITTEE APPOINTMENTS: Steve Sawyer

- Langseth was appointed as the Board's Vice-Chair.
- Bibus was appointed as the Advisory Committee Liaison.
- Middlebrooks and Williams were appointed to the Finance Committee.
- Gaston was appointed to the Drafting Subcommittee.
- Middlebrooks was appointed to Compliance Panel A and the Compliance Committee.
- Garza was appointed to Compliance Panel B.
- Garza will be on the ESL Study mailing list, but not a member of the committee.
- Schmidt was appointed to the Compliance Committee.

Sawyer invited every Board member to consider committee membership.

13. CREATION OF NEW BOARD: Steve Sawyer

Discussion about the Board of Social Work staff offering to provide support services to the newly created Board of Behavioral Health and Therapy. **A motion was made by Garza, and seconded by Langseth, to assemble a work group to study the feasibility of the Board of Social Work providing staff services to the newly created Board of Behavioral Health and Therapy. The motion carried unanimously.** Sawyer, Langseth (by teleconference), Bergmark, Garza and Williams will serve on the committee. Volunteers from Board staff were requested.

Also, the Legislature mandated the Board of Marriage and Family Therapy and the newly created Board of Behavioral Health and Therapy to study the feasibility of merging Behavioral Health and Therapy with Psychology and/or Marriage and Family Therapy, or merging all counseling-related boards. The report is due to the Legislature January 2004.

(Note: Braun excused herself from the meeting at 2:35 p.m.).

14. PUBLIC COMMENT

Pam Luinenburg, Coordinator of the Minnesota Coalition of Licensed Social Workers, asked if the Board could request the Legislature to provide funding to complete the ESL Study. Langseth commented that there would be a discussion at a future Board meeting if funds were nearing depletion.

(Note: Garza and Williams excused themselves from the meeting at 2:42 p.m.)

15. ADJOURN

The meeting adjourned at 2:45 p.m.

Respectfully submitted,

Antonia Wilcoxon
Secretary-Treasurer