



STATE OF MINNESOTA

# BOARD OF SOCIAL WORK

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

**May 19, 2006**

**Members Present:** Kathleen Beehler, LSW  
Anthony Bibus, III, LISW  
William Cullen, Public Member  
David Hallman, LSW, Secretary-Treasurer  
Margaret Sebring Khali, LSW  
Mary Casey Ladd-Bowman, LICSW  
Peter Langseth, LSW  
Kenneth Middlebrooks, Public Member  
Anoma Mullegama, LICSW, Vice-Chair  
Antonia Wilcoxon, Public Member, Chair

**Members Absent:** Roy Garza, LGSW  
Paul Gaston, LSW  
Rosemary Kassekert, Public Member  
Beverly Ryan, LISW

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

## 1. PROPOSED AGENDA

Chair Wilcoxon called the meeting to order at 10:05 a.m.; a quorum was present. **A motion was made by Langseth, and seconded by Beehler, to approve the agenda. The motion carried unanimously.**

## 2. MINUTES FOR MARCH 17, 2006 MEETING

Langseth noted a revision he had to the ESL Committee Report, and it will be revised accordingly. **A motion was made by Middlebrooks, and seconded by Mullegama, to approve the March 17, 2006 minutes as amended. The motion carried unanimously.**

### 3. EXECUTIVE DIRECTOR'S REPORT: Frank Merriman

Organizational Chart: Merriman referred to the Board's Organizational Chart, staff shortages, and the resulting heavy workload. Hiring temporary workers has eased the workload, and we are in the process of interviewing for the communication specialist/receptionist permanent/full-time position, and a one-year temporary full-time position. Also, a temporary part-time person has been hired to work in the Licensure Unit this summer. Merriman acknowledged the great work of existing staff, Zacher-Pate and Oberle.

*(Ladd-Bowman and Cullen arrived at 10:10 a.m.)*

Work Plan: Merriman pointed out that updates to his Work Plan are highlighted for ease in distinguishing changes from his previous report. If you have questions, please let him know.

Education & Training Sessions: Merriman is setting up a schedule of sessions for the Board that will occur annually. See the attachment listing Board training for the remainder of 2006 and for 2007 which is subject to Board approval.

Status of 2006 Legislation: Merriman distributed "Legislation Status Report-May 12, 2006" and a memorandum he wrote to several Senators and Representatives entitled "Minnesota Health Licensing Boards" dated March 17, 2006. The Health Licensing Boards submitted the memorandum as they are concerned that the Minnesota Expanded Health Care Practices Act for Licensed Health Care Professionals bill is too vague as it permits any licensed professional to do anything the practitioner believes is a healing modality.

- Appropriations: The Board did not request appropriations this session.
- Health Care Containment: The bill requires health care providers to provide certain elements to price disclosure requirements. The Board won't play a role in this issue unless it is enacted, and we would inform licensees if that occurs.
- Naturopathic Doctors: This issue does not relate to Social Work, but the Health Licensing Board Directors are members of the Council of Health Boards which will review the bill and prepare a report to the legislature.
- Omnibus Health Licensing is a bill that contains an exception to social work licensure requirements for an individual. The bill has not been passed by the House and there was a discussion about the Board preparing a response if the bill would go to a Conference Committee. **A motion was made by Langseth, and seconded by Bibus, authorizing the Board to submit a letter to the Conference Committee asking the Committee to exclude the exception to social work licensure requirements amendment to the Omnibus Health Licensing Bill. The motion carried unanimously.**
- Qualifications of Mental Health Professionals: Merriman distributed "Clinical Standards Status Report-May 19, 2006," which is an overview of the process being taken to prepare a proposal which will be introduced for consideration during the 2007 legislative session. During the 2005 legislative session Representative Abler introduced a bill which would establish clinical standards for professional counselors to be eligible for medical assistance reimbursements. The bill was not adopted so Abler requested that a study be conducted to evaluate the qualifications of all licensed mental health practitioners and licensed mental health professionals and make recommendations regarding requirements for medical assistance reimbursement. This study is to be completed by January 15, 2007. Bibus and Ladd-Bowman will attend the "Summit on Mental Health Practice and Policy" conference June 15 and 16.

- Board Members: Merriman contacted John Berns from the Governor's Office regarding Board Member appointments. Berns said that no decisions have been made.
- Merriman distributed a memo from ASWB regarding the election of officers and a form to make suggestions for the 2006 Nominating Committee. Elections will take place at the Delegate Assembly in November, and Board members are encouraged to apply for positions.

*(Susan Damon, Assistant Attorney General and the Board's attorney, arrived at 10:24 a.m.)*

Middlebrooks asked about the status of a concern that was brought by a union representative at the last Board meeting. Wilcoxon responded that the matter was heard before the Executive Committee.

#### 4. DISCIPLINARY MATTERS

**Contested Case: Susan Damon [EXECUTIVE SESSION 10:40 – 11:20]**

1. In the Matter of Lisa K. Veith, LSW License No. 7121. *Zacher-Pate distributed confidential documentation. A motion was made by Bibus, and seconded by Ladd-Bowman, to revoke the license of Lisa K. Veith, LSW License No. 7121. The motion carried unanimously.*

**Other Cases: Margaret Khali**

2. In the Matter of Michael J. Carle, LICSW License No. 7229. The Compliance Panel's recommendation to approve the Order Granting Unconditional License was unanimously approved by the Board.

3. In the Matter of Tami L. Froelich, LSW (suspended) License No. 12532. The Compliance Panel's recommendation to approve the Order Granting Unconditional License was unanimously approved by the Board.

4. In the Matter of Robert R. Haseltine, LSW License No. 9538. The Compliance Panel's recommendation to approve the Stipulation and Order revoking Haseltine's license was unanimously approved by the Board.

5. In the Matter of William A. Martin, LSW License No. 6350. The Compliance Panel's recommendation to approve the Order of Non-Revocation was unanimously approved by the Board.

6. In the Matter of Penny L. Scheffler, LISW License No. 7462. (Hoffman distributed the documentation.) The Compliance Panel's recommendation to approve the Order of Non-Revocation was unanimously approved by the Board.

7. In the Matter of Barbara J. Schumacher, LSW License No. 12792. The Compliance Panel's recommendation to approve the Order of Automatic Suspension was unanimously approved by the Board.

There was a discussion about Board staff having the authority to proceed with processing orders in certain actions. **A motion was made by Langseth, and seconded by Bibus, directing staff to evaluate and report back to the Board the possibility of the Executive Director issuing revocation and non-revocation orders for overdue tax liability notices from the Department of Revenue, and to issue automatic suspension orders to licensees committed as mentally ill. The motion was unanimously approved by the Board.**

Lunch

**5. ONLINE SERVICES: Mark Stensgard**

Merriman introduced Mark Stensgard, Developer for the Board's website. Stensgard presented the Board's website enhancements including online renewal, verification of licensure and application for licensure. Zacher-Pate commended Stensgard for his creativity and timeliness and said that he has been very responsive and easy to work with throughout the project. She also wanted to give credit to Chris Luhman, the Board's IT Project Manager from the Administrative Services Unit.

**6. WEBSITE: Frank Merriman & Kate Zacher-Pate**

Merriman apologized for the delay in updating the website. He noted that the objective of the project is to reflect the changes to the Board's statute in 2006, along with formatting the website in a manner that is consistent with other state agencies as provided for in the Governor's directive in the Drive to Excellence. Merriman invited Board members to look at the new website and provide any comments/suggestions. He also expressed his appreciation to Sheryl McNair, Brenda Mammenga, Connie Oberle and Kate Zacher-Pate for their work on updating the website.

Zacher-Pate discussed the rationale for using new software and format. She said that the Board went to Dot Net Nuke software because staff will be able to maintain the website internally, it is user friendly and there are free updates. The biggest visual change is that there are no longer icons on the Home Page. An important feature for users is that there is a quick link to search and verify licensee information. Also, the intranet will be accessible for Board members in the near future.

**7. ASWB SPRING CONFERENCE: Kate Zacher-Pate & Sheryl McNair**

Ryan, McNair and Zacher-Pate attended the conference April 26-29. Zacher-Pate thanked the Board for the opportunity to attend and said that it was very likely the best ASWB conference she had attended. She attended the Administrator's Forum the day before the conference which allows administrators from all boards to share issues and resources. There were 24 jurisdictions present at the forum and there were discussions on consistent DARS reporting, exemptions, grandparenting, and using an associate type of license before a license is issued.

Other information included the availability of ASWB's online practice examination and a paper and pencil study guide. The clinical practice exam is currently available online with the masters and bachelors exam scheduled to be available in the future. Also, ASWB is hoping to provide electronic score transfer to individual jurisdictions which would eliminate the current 7-14 day waiting period.

McNair noted that ethics was the overall topic of the conference and that the breakout sessions were a good mix of presentations and interesting speakers. One speaker suggested that ethical training should be required for Board members as well as social workers. Providing ethical dilemmas on Board websites could help licensees as well as the public better understand how ethical standards work to protect the public. McNair thanked the Board for the opportunity to attend the conference and will be able to use the information for ethics outreach.

Ryan was not able to be present at today's meeting, but she also thanked the Board for the opportunity to attend the conference.

## **8. COMMITTEE & LIAISON REPORTS**

### **A. Compliance Education Outreach Committee: Antonia Wilcoxon**

Wilcoxon asked Hoffman to report. Hoffman noted that his presentation at the Minnesota Association of Home Care Social Worker's conference on May 5 was the first since the moratorium on staff presentations went into effect January 1, 2006. Hoffman was well received and he included six ethical/unethical questions that Zacher-Pate and McNair brought back from the ASWB conference.

### **B. Council of Health Boards: Rosemary Kassekert**

Merriman reported that the Council did not meet and that it may not meet until the legislature refers an issue for possible legislative consideration.

### **C. ESL Committee: Peter Langseth**

Langseth said that he and Merriman are the only Board representation at the Committee meetings, and he feels it is important that Board members consider attending meetings. He noted that the Committee has made giant leaps in the last six months in its roundtable discussions, and that roundtable discussions in greater Minnesota will likely be held in the future. Also, there has been discussion on adding questions about education to the exam and that Board member involvement in ASWB committees could be helpful in this regard. At the meeting last night, (see "ESL Committee Minutes -Thursday, May 18, 2006" which was previously distributed), there was a discussion regarding a shift from "foreign-born" to cultural components in the alternative licensing method.

Langseth also noted that he would like input at committee meetings from other Board members because the Board is required to report to the Legislature in 2007.

### **D. Finance Committee: David Hallman**

Merriman distributed "Finance Committee Minutes-Thursday May 18, 2006." Hallman reported that at this point in the fiscal year receipts should be at 83%. However, they are at 77% with costs at 61%. Projected FY06 surplus is \$195,000, about \$45,000 over what was expected. In July the Department of Finance will provide instructions to the Board for the 2007 budget process.

### **E. HPSP: Casey Ladd-Bowman**

Ladd-Bowman distributed statistics, "Health Professionals Services Program." The data reflects HPSP's monitoring of health professionals who have alcohol, drug and psychiatric issues which could prohibit them from practicing in a safe and competent manner. HPSP has begun using ETG testing which is a sensitive test to monitor alcohol use, and which increases the identification of people that are using alcohol. HPSP is concerned that it will not be able to handle the increased caseload resulting from the ETG testing, and it is now using a higher test score. Increased referrals and case loads have resulted in earlier discharges.

**F. Legislative Task Force: Tony Bibus**

Bibus reported that the Advisory Committee and the Legislative Task Force met yesterday and they are working on building support and a foundation for removing exemptions, especially for the County Social Workers. A briefing about the County Social Work system in the child welfare area has occurred. Also, information will be gathered at the next meeting from the Office of the Ombudsman.

Bibus reported that the Advisory Committee has been assigned the task of studying eligibility requirements for the LICSW. The Committee has delegated the work to a task force led by Randy Herman.

Bibus also pointed out that the Board is in need of a School Social Worker representative.

**9. EXECUTIVE COMMITTEE: Antonia Wilcoxon**

Wilcoxon reported that the committee, which includes Mullegama and Hallman, met yesterday with senior management staff, Oberle, Zacher-Pate and Hoffman.

*(The meeting closed at 2:15 to discuss Merriman's performance evaluation and re-opened at 2:45 p.m.)*

**10. PUBLIC COMMENT**

Alan Ingram, the Executive Director of the National Association of Social Workers-Minnesota Chapter, announced the NASW conference will be held June 8<sup>th</sup> and 9<sup>th</sup> at the Earle Brown Center on the University of Minnesota campus. He encouraged Board members to attend, and said that Board staff will be presenting a workshop.

Pam Luinenberg spoke on behalf of the Minnesota Coalition of Licensed Social Workers, and expressed that the Coalition made a unanimous decision to recommend that clinical coursework standards be reintroduced into statute. A workgroup was formed which includes members of the Coalition, Board members, staff and the Advisory Committee. The goal is to provide direct measurable standards for evaluating clinical competency. Luinenberg thanked the Board representatives for their collaboration on this issue.

**11. OTHER BUSINESS**

Middlebrooks commented that this is Khali's last day as a Board member and extended his appreciation for the work she has done with the Compliance Panel and the Board.

12. **ADJOURN**

The meeting adjourned at 3:00 p.m.

Respectfully submitted,

*David Hallman*

David Hallman, LSW  
Secretary-Treasurer