



**REGULAR BOARD MEETING
University Park Plaza
Conference Room A - 4th Floor
2829 University Avenue Southeast
Minneapolis, Minnesota 55414**

Minutes

November 15, 2013

Members Present: Michael Aguirre, LGSW
Karen Arnold Truax, LISW
Christine Black-Hughes, LICSW, Chair
Donna Ennis, LSW
David Hallman, LSW
Angela Hirsch, LICSW
Rosemary Kassekert, Public Member
Kenneth Middlebrooks, Public Member
Carol Payne, LSW, Secretary-Treasurer
Tamerlee Ruebke, LSW

Members Absent: Jackie Johnson, LICSW
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
Connie Oberle, Office Manager
Kate Zacher-Pate, LSW, Executive Director

1. PROPOSED AGENDA [Attached]

Chair Black-Hughes called the meeting of the Minnesota Board of Social Work (BOSW) to order at 9:01 a.m. **A motion was made by Arnold Truax, seconded by Kassekert to approve the proposed agenda. The motion carried unanimously.**

2. MINUTES FOR SEPTEMBER 20, 2013 BOARD MEETING [Attached]

The Board reviewed the September 20, 2013 minutes.

A motion was made by Ennis, and seconded by Aguirre, to approve the September 20, 2013 minutes. The motion carried unanimously.

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

Zacher-Pate distributed the following: per diem claim forms, expense report forms, and the sign-in sheet with public and private BOSW contact lists to be updated as needed.

Zacher-Pate provided a short summary of the attached Executive Director report including:

- The meeting held with Representative Fabian, the Executive Committee, and the BOSW Executive Director
- 2013 Board Member Appointments and Vacancies
- AGO Staffing changes and BOSW Staffing changes
- BOSW IT initiatives including the new licensing database system project and the new Tridion based website
- BOSW office expansion and updated HLB lease agreement statuses.

In addition to these items, Zacher-Pate reported that, after the Executive Director Report had been distributed, she had received notice that the Board staff will experience two additional vacancies. The Office Assistant, Lindsey Kahn, will be taking a new job as of December 2, 2013. Brenda Mammenga, the Compliance and Continuing Education Coordinator, will be retiring as of November 27, 2013, after over 25 years of state service.

The Minnesota House of Representatives and Minnesota Senate Joint Health and Human Services Committee met on November 13, 2013 in response to the recent Star Tribune articles regarding the Minnesota Board of Nursing (MBN) and the Health Professionals Services Program (HPSP). MBN Staff, HPSP Staff, and DHS Staff Inspector General presented at the hearing. Zacher-Pate attended the public hearing. As of November 15, no audio or video of the meeting had been posted, but Zacher-Pate will forward the links to the Board when they are available. During the hearing many possible changes to statutes were proposed. These proposals included modifications to not only the MBN Practice Act, but Chapter 364 (the Criminal Rehabilitation Act), and Chapter 214, (which governs all health boards, including BOSW).

4. COMPLIANCE COMMITTEE: Hallman, Hoffman [Attached-some documents non-public] [Executive Session – portion closed to the public]

Hoffman presented the Compliance Committee report, including the complaint statistics for the previous two months. Hoffman reported that the statistics are consistent with the pattern of previous reports, with the amount of cases being up slightly by eight.

Executive Session-Closed to the Public from 9:44-9:59 a.m.

A motion was made by Compliance Panel B to approve the Stipulation and Order issued for engaging in unlicensed social work practice in the Matter of Trisha D. Suedel, LGSW 19984. The motion carried unanimously, with one abstention.

A motion was made by Compliance Panel B to approve the *Stipulation and Order* in the Matter of Peter H. DeLong, LICSW 19360, placing restrictions and conditions on his license. After some discussion, the motion carried unanimously.

6. Agenda Item 5 was moved to after the Training Session.
TRAINING SESSION: [Attached]

Glenda Dewberry Rooney, MSW, PhD, LICSW, who was one of the original members of the BOSW, presented on “Culture: Not All the Same, Perspective on African and African Americans”. This information highlighted the differences between Africans and African Americans, the implications and challenges regarding practice, and included a question and answer period.

Lunch [11:32 a.m. – 11:52 a.m.]

Kassekert left the meeting after lunch.

9. C. 2. Middlebrooks was recognized for receiving the Association of Social Work Boards (ASWB) Sunny Andrews Award for Outstanding Board Commitment to Social Work Regulatory Board Service. Zacher-Pate read the nomination letter and thanked Middlebrooks for his years of service to the citizens of Minnesota, the BOSW, and ASWB.

7. **HPSP Annual BOSW Report:** Kurt Roberts, EdD, Case Manager [Attached]
Roberts gave an overview of HPSP. He distributed statistics of BOSW licensee and applicant participation in the HPSP program, along with general statistics for all health licensing related boards (HLBs). A question and answer period followed. The HPSP report will be posted to the BOSW website.

5. **LICENSING REPORT:** McNair, Kramer-Prevost
McNair reported that, to date for 2013, the Board has received 1,773 applications for licensure, for 398 more than last year. This number includes 189 applications through the grandfathering provision. Of the 189 grandfathering applicants, 62 applied for the LSW license, 46 LGSW, 24 LISW, and 57 LICSW. About half of these applicants are employed by state agencies and the other half are employed by private, non-profit agencies with a minority focus. The Board has received eight applications from persons employed by tribal agencies. No applications have been received from persons employed by city agencies. Nine applicants were determined ineligible either due to their position being non-social work or for not meeting the statutory requirements for eligible employment settings.

McNair provided the Board with an update on alternate licensing supervisors. Since August 1, 2011, 45 alternate licensing supervisors, who are mental health professionals according to MS 245, were approved to provide up to 25% of licensing supervision; six alternate supervisors were approved to provide 100% of licensing supervision.

Kramer-Prevost and McNair have visited seven academic institutions this fall to offer the “Professional Licensure Responsibilities” presentation to BSW and MSW students. Kramer-Prevost reported that the Board has also exhibited and presented at two conferences.

8. CITIZEN ADVOCACY CENTER (CAC) 2013 ANNUAL MEETING REPORT: Ruebke, Zacher-Pate

Ruebke, on behalf of the Board, and Zacher-Pate, as a presenter, attended the CAC conference held October 29-30, 2013 in Seattle, Washington. The theme of the meeting was “Regulation’s Impact on Access to Safe Affordable Care”. Both reported on sessions they attended including myths of healthcare, increasing the healthcare workforce, degree creep, knowledge vs. competency, broadening rather than limiting scope of practice, and other issues.

9. COMMITTEE & LIAISON REPORTS:

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

The ARC will meet today following the Board meeting in the BOSW Conference Room.

C: Association of Social Work Boards (ASWB): Middlebrooks, Hirsch, Zacher-Pate

ASWB held its Fall Annual Business Meeting November 7-9, 2013 in Nashville, Tennessee.

Middlebrooks attended as a member of the Bylaws and Resolutions Committee and as the BOSW delegate, Hirsch as the Board’s alternate delegate, Zacher-Pate as the chair of the Administrator’s Forum, and Johnson as a member of the Regulation and Standards Committee.

Middlebrooks distributed the new ASWB Strategy Map to the Board along with the Examination Program Yearbook 2013, noting that Minnesota is well represented on various exam committees. Middlebrooks reported that there are numerous changes happening at ASWB including a new CEO, Mary Jo Monahan, a new Chair, and a number of new staff members. In addition, the staff was re-organized and re-aligned. New 5 year contracts have been signed with Pearson Vue, the testing vendor, and Human Resources Research Organization (HUMRRO) a psychometric consulting firm. Middlebrooks also noted that it may be time to invite ASWB to a future board meeting again to address exam issues.

Zacher-Pate noted that 27 jurisdictions were present at the Administrators’ Forum. The Forum discussed possibly having a “model” supervision reporting form for use by all social work jurisdictions. Jurisprudence exams in other states were also a topic at the Forum.

D: Communication Education Outreach Committee (CEOC): Zacher-Pate reported in Richardson’s absence.

The CEOC did not meet and the next meeting will be on November 26, 2013 from 4:00 pm to 5:30 pm.

E: Council of Health Boards (CHB): Black-Hughes reported in Kassekert’s absence.

The CHB did not meet and had no report.

H: HPSP: Black-Hughes reported in Kassekert’s absence

HPSP has not met since the last Board meeting. The next meeting is November 19, 2013.

F: Executive Committee: Black-Hughes, Richardson, Payne [Attached]

A motion was made by the Executive Committee to approve the proposed changes to the BOSW Bylaws relating to travel and per diems. The motion passed unanimously.

There was additional discussion about the meeting with Representative Fabian.

Black-Hughes requested that a letter be sent to Minnesota State Colleges and Universities (MnSCU) administrators relating to social work licensure.

G: Finance Committee: Payne

Payne reported the following:

- Monthly budget reports for the current Fiscal Year (FY14) through October 30, 2013, were reviewed.
- Total Expenses are 22.68% at 33% of the year, so the Board is under budget.
- Total Receipts are 40.17% at 33% of the year, so the Board is ahead of revenue projections.

I: Legislation & Rules Committee (LRC): Hallman

The LRC did not meet and had no report.

J: Nominating Committee: Zacher-Pate in Johnson's absence

There are still two public member vacancies on the Board from 2013. In addition, there will be three professional member vacancies in January 2014. The various requirements for these positions are posted on the Board's website along with a link to the Minnesota Secretary of State's Open Appointments website.

- Two Public Members [as defined in Minnesota Statutes, Section 214.02].
- Two Licensed Social Worker (LSWs)
- One Licensed Graduate Social Worker (LGSW), **or** Licensed Independent Social Worker (LISW), **or** Licensed Independent Clinical Social Worker (LICSW)
 - In addition to the license specified, at the time of their appointment, two of the three members must be engaged in the practice of social work in Minnesota in the following settings:
 - One of the three members must be engaged in the practice of social work in a state agency.
 - One of the three members must be engaged in the practice of social work in an elementary, middle, or secondary school.
- Three members must reside outside of the 11-county metropolitan area and one member must have expertise in communities of color.

A: Advisory Committee: Arnold Truax, Board Member, and Kay Hanson, Advisory Committee Member [Attached]

Hanson thanked Hirsch for her presentation on Native American Culture at the October Advisory Committee meeting. Advisory Committee minutes were attached and reviewed.

10. PUBLIC COMMENT

Alan Ingram, Executive Director for the Minnesota Chapter of the National Association of Social Workers, addressed his concerns about the impact of the Star Tribune articles and the Joint Meeting of the Health and Human Services Committee.

11. OTHER BUSINESS

There was no other business.

12. ROUNDTABLE

- Middlebrooks and Hallman thanked Black-Hughes for serving as Board Chair for the last two years.
- Ruebke thanked the Board for sending her to the CAC Conference.
- Hirsch thanked the Board for letting her attend the ASWB Fall Meeting.
- Black-Hughes thanked the Board for allowing her to serve as Chair.

13. ADJOURN

Hirsch moved and Ruebke seconded to adjourn meeting at 1:54 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Carol Payne LSW", followed by a horizontal line extending to the right.

Carol Payne, LSW
Secretary-Treasurer