MINNESOTA
BOARD OF SOCIAL WORK

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Protecting the Public

OCTOBER 7, 2022 BOARD MEETING MINUTES

Members via WebEx:	Dieu Do, Public Member Heidi Holmes, LGSW Yolonda Rogers, LICSW Jolene Engelking, LISW Christopher Anderson, Public Member Tera Nelson, LSW (joined at 10:50am)
Members In-person:	Thomas Brooks, Public Member Kate Goodman, LICSW Lori Thompson, LSW Stephanie Jacobson, LSW Donna Ennis, LSW Pa Der Vang, LICSW, Chair Ken Middlebrooks, Public Member Mary Weaver, Public Member Angie DeLille, LICSW
Members Absent:	none
Staff In-person:	Youa Yang, LICSW, Executive Director Kate Zacher-Pate, LSW, Emeritus Executive Director Michelle Kramer-Prevost, LISW, Assistant Director Kimberly Doran, Social Work Licensing Coordinator Lisa Martinez, Communications & Executive Services Coordinator Rebecca Moskow, JD, Compliance Unit Manager Jessi Aguilar, Compliance Unit Coordinator
Staff Via Web-Ex:	Connie Oberle, Office Manager Jairus Ndulah, Compliance Unit Investigator
Staff Absent:	None
Presenter via Web-Ex:	Tracey Sigstad, SmART Director, MN Dept of Administration
ASL Interpreters via Web-Ex:	Sara, Jasmine

MINUTES

1. Call to Order & Approve Proposed Agenda

Vang called meeting to order at 9:13 am and read mission and value statements.

ACTION: Motion to approve the agenda with was made by Holmes and seconded by DeLille. Roll call vote was taken, and the motion carried unanimously.

2. **Member Roundtable**:
   A. Welcome New BOSW Executive Director Youa Yang, LICSW

Goodman welcomed Youa Yang as new BOSW Executive Director.

Yang introduced herself and reported that her first 10 days have been exciting. She plans to continue the strong work of the BOSW and hopes to find opportunity to be innovative along with doing what is required of the Board. Yang looks forward to partnering with board members and staff.

Members introduced themselves and shared what they enjoy working on most on the BOSW board.

3. **Consent Agenda**
   A. July 15, 2022 Board Meeting Minutes
   B. August 26, 2022 Special Board Meeting Minutes
   C. Committee Reports
      i. Executive Director Hiring Committee (8/23/2022 & 8/26/2022)
      ii. Legislative & Rules Committee (8/25/2022)
      iii. Leadership & Development Committee (8/08/2022 & 9/12/2022)

ACTION: Motion to approve the consent agenda was made by Weaver seconded by Middlebrooks. Roll call vote was taken, and the motion carried unanimously.

4. Public Comment Public comment are public data under Minn. Stat. Ch 13. 9:40
9 public members were in attendance. 3 Public Comments were made.

Topics of comments included:

- Martha Rodriguez Quick spoke as a representative of a study group (former Augsburg students) helping students that have not yet passed the exam.
  - Members of the group want to participate in a conversation around being inclusive.
  - Expand Provisional license to include not only foreign born, but individuals whose families are foreign born and children are born in the United States
    - Support duplicating the Illinois model to allow graduates to practice without passing a test
    - Integrate the Texas model for individuals may be eligible for an alternative method of examining competency if they failed the exam two times (known as EMAC)

- Jenelle Slobaf made comments on 2 points:
  - She is against raising fees for licensure:
    - CPIU interest rate rose 8.2%, and cost of living fees have not increased at that rate for social workers
    - Fuel costs are especially high for many social workers
    - Affects the public, as there is already a shortage of social workers and mental health needs are increasing
  - Alternate Supervisor percentages should not change (staff recommended changing supervision hours from 25% to 50% to be allowed from alternate supervisor)
    - In supervising over 80 students in 20 years, she has seen that students are missing knowledge from Alternate Supervisors
    - Allowing 50% would be a disservice to social workers and to the public

- Dr. Karen Goodenough commented:
    - She opposes raising licensure fees:
        - She understands that the BOSW is reliant on fees
        - Asked that current financial realities for social workers be considered:
            - Higher rates of inflation and cost of living
            - A fee raise will not be well received
    - NASW supports equitable access to the Social Work profession:
        - BOSW commitment and consideration is appreciated
        - In light of ASWB exam data, the BOSW is asked to consider the role of public protection as an opportunity to include, rather than exclude
        - The BOSW is asked to use the equity framework to be an example for other regulatory agencies
        - NASW plans to share data from their 2 listening sessions, and hopes to work with the BOSW to consider creative approaches to ensuring applicable access

5. Presentation: State of Minnesota Budget Process & BOSW Budget: Tracey Sigstad, SmART Director, MN Department of Administration

Sigstad presented on the role of SmART. They serve about 40 agencies, almost half being Health Licensing Boards (HLB). The Minnesota Department of Human Rights is their largest and only Cabinet agency. Three main categories of services provided by SmART are human resources, accounting, and budgeting. The budgeting cycle for the state is a two-year biennial cycle from July 1 to June 30th. Money not spent in the first year of a biennium can carry forward to the second fiscal year. Money not spent in the second year is transferred to the State Government Special Revenue Fund. Currently, working to submit budget proposal for the state fiscal year 2024-2025. The Legislative session is scheduled from January 3, 2023, to May 22, 2023.

- The budget process for the FY 2024-2025:
    - Each agency updates the budget narrative and submits to MMB.
    - Budget revenues and expenditures spreadsheets are updated. Change items are required when there are increased expenditures to the agency. Change items are necessary to maintain operations and support salary. The proposed budget will be included in the Governor's Budget.
- The indirect costs that BOSW paid to other agencies or programs are Attorney General Office, ASU, SmART, HPSP fees, and criminal background check fees.

Vang read aloud the protocol around proposed budget documents, explaining when documents become public.

6. Action Items

A. Presentation & Preliminary Approval of BOSW FY 2024-2025 Biennial Budget & Proposed BOSW Fee Increase

Zacher-Pate gave an overview of the documents in the board packet. Proposed budget data are classified as non-public data. Therefore, written proposed budget documents cannot be provided to the public. The Board and committees can discuss the nonpublic data in meeting open to the public. When the Governor presents the State budget to the legislature prior to the legislative session, the proposed

budget data becomes public. BOSW had a dramatic growth of licensees. There are increases across all areas including cost of living. It is necessary to ask for change item request to maintain operations.

3 Action items: The Finance committee has approved each item and is bringing forward for board approval.

- Approve FY24-25 Biennial Budget
- Approve the Change Item request to increase BOSW appropriation for maintenance (to maintain operations and current level of services)
    - Increase spending authority for 3 main areas:
        - Staff compensation
        - Rent increase
        - MN IT expenses
- Approve Fee increase about 5% over 2 years. The Board has authority to increase fees within the not to exceed limit. Legislative change is not required when the fees are within not to exceed limit.
    - Staff recommends Option # 7 – the maximum not to exceed amount
    - Maintain the 10% discount for new LS graduates, and for new LG graduates

Speaking as a licensee, Jacobson explained why the fee increase is necessary. The money taken from the BOSW state revenue fund impacts our ability to keep doing our work. The BOSW does not get any general fund money and is not in control of the costs for Attorney General or MN IT, for instance. The BOSW is not making money, rather collecting only what is needed to keep operating.

Goodman asked if data is collected on WHO is paying for the license fee, as it might be interesting to know which license types are getting that fee paid by their employers. Would it be possible to ask that in the survey that comes up after renewals are paid online?

- Zacher-Pate explained that the Department of Health controls the survey. It might be possible for us to get that info or add that info.
    - She noted that when staff gives presentations, students are told to advocate for themselves and ask their employers for any supports or reimburse those fees.

ACTION: Check into how to go about finding out which licensees get their license fees paid for by their employers. How can this be increased?

ACTION: Motion not needed as the Finance Committee approved the FY 24-25 budget. Roll call vote was taken and there was unanimous approval of the FY 24-25 budget.

ACTION: Motion not needed as the Finance Committee approved the Change Item Request to increase BOSW appropriation for maintenance. Roll call vote was taken and there was unanimous approval of the Change Item Request.

ACTION: Motion not needed as the Finance Committee approved Option #7 Fee Increase effective July 1, 2023. Roll call vote was taken and there was unanimous approval of the Fee Increase.

B. BOSW Ad Hoc Data Committee – Response to ASWB Data Release & Change to Committee Charges

DeLille reported on the history of the Ad Hoc Data Committee. Considering the ASWB pass/fail rate data release, the Ad Hoc committee was disbanded. It was determined that CEOC (Communication Education

Outreach Committee) be changed to include issues and topics that arise related to the ASWB data release and ongoing process of integrating DEI into Board work. The Ad Hoc Data Committee recommends the following to discontinue the Minnesota Exam Data Project based on the release of the comprehensive ASWB state and national exam data, and BSW and MSW academic data related to exam rates.

ACTION: Motion not needed as the Ad Hoc Data Committee approved discontinuing the Minnesota Exam Data Project. Roll call vote was taken and there was unanimous approval for discontinuing the Minnesota Exam Data Project.

- Disband the Ad Hoc Data Committee as it has reached its limited lifespan and charge

ACTION: Motion not needed as the Ad Hoc Data Committee approved disbanding the committee. Roll call vote was taken and there was unanimous approval for disbanding the committee.

- Modify the charge of the existing Communication Education and Outreach Committee (CEOC) to address the ongoing work related to the issues and topics arising from the exam data report and ongoing nature of integrating diversity and equity, and the application of a DEI lens in the regulatory work of the board and staff, and work with stakeholder groups. The charge would be modified in the BOSW bylaws.
- There was member discussion about if charging CEOC is the best way to continue the work of reducing barriers and promoting equity in all work of the board. Board Members agree that they want actionable steps to arise.
- Goodman explained the rational for sending that charge to CEOC. It is the committee that is the umbrella of social work training programs and engaging with the community on a wider scope. It seems important to have a group leading the work and seeing that it is moving. Other committees can be changed depending on what is needed.
- Brooks offered that if we are expanding CEOC to champion this work, we should be more explicit about explaining what is expected and what outcomes we are looking for.
- Zacher-Pate shared that CEOC is the committee that works with stakeholders. It is responsible for all outreach and seemed a logical first step. Committee charges are purposefully rather broad. There are actional items stated in the BOSW response to the ASWB data release.
- Brooks feels that the statement lacks urgency and would like it to be stronger. He pointed out that the full board has not had the opportunity for any discussion about the ASWB data release.
- Ennis gave a short update on the ASWB practice analysis task force (Engelking was also appointed). The focus is on revising the Exam with a DEI lens.
- Yang suggested making time to discuss this topic and action steps further at the November Board Meeting.
- Members agreed to table this Item until the November meeting. In the meantime, members were asked to look at the value statements and charges for all committees and bring that forth when ready.

C. BOSW 2022-2023 Committee Appointments

Vang asked members to send her the chair for each committee and suggested tabling voting on committee assignments considering the prior discussion.

DeLille asked members to please attend committee meetings! It's important for continuing to move work forward.

ACTION: Email Vang by October 28 if you are interested in serving on the CEOC committee. Staff will add day/time information on the Committee member list.

Break & Lunch 12:00 - 12:39pm Continued at Item 6 C.

Attendance: ASWB Annual Meeting of Delegate Assembly November 17-19, 2022 in Scottsdale AZ. This is the annual business meeting to vote on new officers or board members and on resolutions, give financial updates, share work over the last.

- Scholarships have been awarded to Yang and Anderson
- Vang and Brooks are attending funded by ASWB (Brooks as Board Member, Vang as Delegate)
- Kramer-Prevost is the attending staff person
- Recommended that the Board fund Goodman's attendance as the alternate delegate
- 1 more Board funded spot available - Engelking expressed interest
- DeLille is attending as Committee Chair, funded by ASWB, Weaver is a Nominee and attending

Virtual attendance is offered at no cost. Please register with ASWB.

ACTION: Motion not needed as the Executive Committee approved funding for 2 Board Members and 1 Staff to attend ASWB Assembly on November 17-19, 2022. Roll call vote was taken and there was unanimous approval to fund sending 2 Board Members and 1 Staff (Goodman, Engelking and Kramer-Prevost) to the ASWB Assembly.

7. <u>Staff Leadership Reports:</u>

A. Executive Director Report:

- Yang reminded members of the 3 board member vacancies; 2 public, 1 licensed. A GovDelivery notice will be sent at a later date.
- Staffing – this is Zacher-Pate's last board meeting. Yang expressed gratitude for Zacher-Pate's onboarding and her 14-year Executive Director leadership and asked for grace as she learns her new role.
- Legislative session – budget will be submitted to SmART today
- Customer Satisfaction Survey- Another GovDelivery notice sent to complete the survey by October 17th. Data will be shared with the board when complied.
- L&D committee is still discussing contracting with AMAZEworks
- Strategic Framework is effective until 2024, and is updated regularly
- Zacher-Pate informed members that due to limited IT resources , The Know Your Licensing Law, free on-line module is delayed. The questions are prepared and testing is taking place.

B. Licensing Unit:

Kramer-Prevost reported that CE audits have started. Moua is the staff leading the CE audits. There are 17 student presentations either completed or scheduled.

Supervision Plans Processed (through June of each year):

LSW:

- 2021 = 460
- 2022 = 500

LGSW:

- 2021 = 1,596
- 2022 = 1,442

C. Compliance Unit:
Moskow reported 383 complaints received since January 1st, which is on-track to a record-breaking number of complaints in a year. The number of open complaints is 367 which is down from the upper 500s in December 2021. Compliance panel agendas have reviewed 131 of those complaints. The compliance panels are reviewing approximately40-45 complaints per month. The investigation by the AGO is down from 72 to 46. Due to amazing efforts by compliance panels the backlog of complaints is decreasing.

- 620 complaints have been closed
- 285 complaints have been dismissed
- 46 complaints have corrective action

- There are two Panels meetings on different days and times. The panel meetings include about 20 licensees per consent agenda and 15 licensees on discussion agenda. The conferences are scheduled apart from regular panel meetings. Only 2 conferences are scheduled per meeting.
  - Goodman thanked Moskow for continuing to edit and adjust the process to make time spent on cases more efficient.

- Middlebrooks asked if we track how licensees that get complaints were licensed
- Per Moskow, we track if they were blanketed-in when first licensed, when their license expires, what degree they hold, and current employment
- Brooks asked whether the number of complaints should be known to the public or to students
- Moskow clarified that although the number of complaints has risen, the percentage resulting in board actions remains around 5% (in the last 5 years). About half of the complaints get investigated. The compliance unite continues to do audits to ensure information is accurate.
- DeLille asked if there is a way to pull data that might show disparities in compliance process
  - It would require a manual data collection process going through each complaint and compiling it. The database does not collect the data. Complaints can be filed anonymously. Most of the information in the database is from self-reporting.
  - Ennis pointed out that none of that information will tell us if more BIPOC licensees are reported.
  - DeLille added that the compliance process is subjective. It depends on who is looking at the case. It's important to examine where bias might exist because of our commitment to DEI. DeLille stated that there needs to be a way for compliance panel to measure their work
  - Brooks reiterated that we need information on who is getting disciplined and the types of discipline.
  - Goodman suggested looking at HPSP engagement, as they will make a complaint if a licensee in their program is out of compliance. It's important to have a template for panel, a formal process so that each case is treated the same

8. <u>Oral Reports</u>

A. ASWB New Board Member Training

Holmes reported that she enjoyed it. There were lots of questions around the test results.

Anderson found it interesting to meet people from other boards, and see the boards represented. There are big differences in powers between board and staff on various boards. It was good to get different perspectives.

B. BOSW Public Comment on Draft Interstate Social Work Licensing Compact

Vang reported that we are continuing to monitor this. A certain number of states need to be on board.

C. Executive Committee

Vang reported that the committee continues to meet. A thank you was offered to Zacher-Pate for her expertise. She will be missed greatly.

D. Finance Committee

Engelking noted the shared document is a snapshot of revenues and expenditures. We are still new into this budget year

E. 2021-2024 BOSW Strategic Framework

Zacher-Pate reminded members that this document is included in all board meetings, with accomplishments added.

9. Other/New Business

ASWB resolution discussion: ASWB made a resolution titled: Including ASWB on Member Board Agendas to increase an ongoing knowledge of ASWB.

- Brooks shared that this seems an overreach of ASWB to require this for membership and add to already full agendas. The BOSW has always prioritized the relationship with ASWB.

ACTION: A motion to oppose the ASWB Resolution to require being part of Member Board Agendas was made by Middlebrooks and seconded by DeLille. Roll call vote was taken, and the motion carried unanimously.

Members offered Zacher-Pate words of thanks, praise, and admiration for her outstanding performance at the BOSW on her retirement.

ACTION: Motion to close meeting for Executive Session was made by DeLille and seconded by Holmes call vote was taken, and the motion carried unanimously.

10. Executive Session: (Closed to Public) Compliance Cases

ACTION: Compliance Panel B moved to adopt the Stipulation and Consent Order for Sheryl Borka, LICSW. The motion passed unanimously by roll call vote.

ACTION: Compliance Panel B moved to adopt the Stipulation and Consent Order for Christine Mann, LICSW. The motion passed unanimously by roll call vote.

ACTION: Compliance Panel A moved to adopt the Stipulation and Consent Order for Stayed Suspension for Terry Tauger, LICSW. The motion passed unanimously by roll call vote.

ACTION: Motion to reopen meeting was made by Jacobson and seconded by Weaver. Roll call vote was taken, and the motion carried unanimously.
The next Board meeting is November 4, 2022.

11. <u>Adjourn</u>

ACTON: Motion to adjourn was made at 2:14pm by Engelking and seconded by Thompson. Roll call vote was taken, and the motion carried unanimously.

Respectfully submitted,

Jolene Engelking, LISW
Secretary/Treasurer