



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

Minutes

July 17, 2015

Members Present: Christine Black-Hughes, LICSW
Larene Broome, Public Member
Jason Collins, LSW
Laurie Dahley, LISW
Donna Ennis, LSW
Jill Grover, LGSW
David Hallman, LSW
Angela Hirsch, LICSW
Rosemary Kassekert, Public Member
Kathy Lombardi, LICSW
Susan McGeehan, LSW
Kenneth Middlebrooks, Public Member
Carol Payne, LSW, Vice Chair
Ruth Richardson, Public Member, Chair
Mary Weaver, Public Member

Members Absent: None

Staff Present: Megan Gallagher, JD, Regulations Analyst
Laura Kahle-Burbey, Office Assistant
Michelle Kramer-Prevost, LISW, Staff Social Worker
Sheryl McNair, LICSW, Assistant Director
Connie Oberle, Office Manager
Sherry Thompson, Office Aide
Jodi White, Compliance and Continuing Education Coordinator
Kate Zacher-Pate, LSW, Executive Director

1. PROPOSED AGENDA [Attached]

Chair Richardson called the meeting of the Minnesota Board of Social Work (BOSW) to order at 9:02 a.m. A quorum was present.

A motion was made by Black-Hughes and seconded by Weaver to approve the Agenda as presented. The motion carried unanimously.

2. MINUTES FOR MAY 15, 2015 MEETING [Attached]

The Board reviewed the May 15, 2015 Board meeting minutes.

A motion was made by Kassekert and seconded by Hirsch to approve the May 15, 2015 minutes as written. The motion carried with two abstentions.

3. WELCOME NEW BOARD MEMBERS AND AFFIRM COMMITMENT TO SERVICE: LARENE BROOME AND KEN MIDDLEBROOKS, PUBLIC MEMBERS; LAURIE DAHLEY, LISW; JILL GROVER, LGSW; AND ANGELA HIRSCH, LICSW: Richardson

New Board members introduced themselves. Current Board members, staff, and visitors gave background information about themselves.

Richardson read the Commitment to Service and Oath of Office to the newly appointed members, who affirmed their commitment of service to the board mission.

4. EXECUTIVE DIRECTOR'S 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:

- Board Member Vacancies: Zacher-Pate welcomed new Board Members. New Board Member Orientation was conducted on July 14, 2015 for recently appointed Board Members. There are no current vacancies on the Board.
- Staffing and Personnel: Three vacant staff positions have been filled. Sherry Thompson as Office Aide, Jodi White as Compliance and CE Coordinator, and Laura Kahle-Burbey as Office Assistant. The Supervision Coordinator interviews will be held soon and the Customer Service Representative position has been posted. Cheri Pittelkow, previous Office Coordinator, recently retired. All Health Licensing Board (HLB) Executive Director position descriptions, including Zacher-Pate's, are in the process of being reviewed by Minnesota Management and Budget (MMB) for a salary compensation review of Managerial Plan staff at the Minnesota Health-Related Licensing Boards.
- Implementation of 2015 Legislation effective July 1, 2015: the 2015 legislative changes were successfully implemented by the June 30, 2015 deadline. Zacher-Pate thanked BOSW staff for their diligent work.
 - New License Late fee
 - Temporary License changes
 - New Emeritus Active License
 - Time limit changes to the Temporary Leave and Emeritus Inactive Licenses
 - Expiration of the MN.IT (Office of Enterprise Technology) Surcharge

- New Department of Human Services (DHS) Adult Reporting System: McNair presented information about this new system which began July 1, 2015.
- BOSW IT initiatives: Development continues on the new BOSW Licensing database system.

Zacher-Pate also reported the following items.

- New Assistant Attorney General (AAG), Andrew Pettit, has been assigned to the Board, in addition to the Board's current AAG, Greg Schaeffer.
- The Temporary License Suspension corrections legislation introduced on behalf of the HLBs did not pass out of conference committee.
- The Board of Medical Practice Medical Compact legislation passed.

5. EDUCATIONAL SESSION: ASSOCIATION OF SOCIAL WORK BOARDS (ASWB) LICENSING EXAMINATION, ASWB SERVICES, NATIONAL REGULATORY ISSUES: Dwight Hymans, LCSW, Executive Vice-President, and Lavina Harless, LCSW, Examination Development Manager

Hymans and Harless presented an educational session to the Board. Questions were fielded during and after the presentation. Topics included:

- Administration and Test Format
- Guidelines for Examinations
- North American Practice Analysis
- Exam Assembly and Scoring
- Exam Development and Delivery
- Exam Pass Rates
- Exam Contractor
- Path to Licensure Educational Efforts
- Exam Accommodations
- ASWB Programs and Services
- Practice Mobility
- Technology and Social Work Practice
- Social Work Registry
- Laws and Regulations Database

Lunch: 11:42 am – 12:15 pm

Kassekert left the meeting at 11:45

6. INFORMATIONAL SESSION: NORTH CAROLINA DENTAL BOARD SUPREME COURT CASE: Jason Pleggenkuhle, Assistant Attorney General

Pleggenkuhle informed the Board of the February 2015 United States Supreme Court decision on the North Carolina State Board of Dental Examiners v. Federal Trade Commission regarding anti-competitive activity. Pleggenkuhle cautioned the Board to make sure that it operates within its written statutory authority with the goal of protecting the public and not operating with a private interest. Pleggenkuhle noted that the Attorney General's office is monitoring similar cases that are surfacing.

7. COMMITTEE & LIAISON REPORTS:

To aid new Board members, committee spokespersons gave an overview of the various committees at the beginning of their reports and reported on committee vacancies.

A: Advisory Committee: McGeehan, Zacher-Pate

McGeehan reported that the Advisory Committee met on June 12, 2015; minutes were included in the Board packet.

Topics discussed at the meeting included:

- Introduction of Members
- Review of Membership
- Review of BOSW May 2015 Board Meeting business
- Electronic Health Records
- Member Updates

Zacher-Pate indicated that the Association of Macro-Practice Social Workers (AMPSWA) reported there is some debate among the profession about whether macro-practice social workers should be required to be licensed. AMPSWA is planning to survey its members and may be willing to present the results to the Board.

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

Hirsch reported that ARC cases are primarily related to Grandfathering currently. Tribal licensure was discussed.

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

Middlebrooks reported that the 2015 ASWB Annual Meeting of the Delegate Assembly will be held in November.

Black Hughes indicated that all Board Members received an email to submit any possible changes in ASWB's bylaws for consideration at the Delegate Assembly in November. Any comments about the changes to the bylaws should be emailed to ASWB and Middlebrooks.

Collins reported that his attendance at the June ASWB new board member training was very valuable in better understanding the role as a board member.

D: Communication Education Outreach Committee (CEOC): Richardson, Zacher-Pate

Richardson reported that CEOC met on June 23, 2015; minutes were provided in the Board packet. The main topic of the meeting was planning for the grandfathering educational licensing event, "Licensing Responsibilities/Licensing 101" Summit, for newly grandfathered licensees to occur in fall 2015. Board Members are invited to attend this event.

Zacher-Pate expressed her gratitude to University Park Plaza building management for granting the Board use of the ninth floor space, free of charge, for the Licensing Summit. Recording of the event is being explored and may be available online after the summit.

Board members were encouraged to “save the date”, October 8, to assist and participate with the event, greet new licensees, and answer questions.

E: Compliance Review Ad Hoc Committee: Middlebrooks, Weaver, Gallagher

Middlebrooks reported that the committee had met twice. The minutes from the May 29, 2015 meeting were included in the Board packet. Topics of that meeting included:

- Structure of Final Report to the Board
- Identify strategic priorities for greater Transparency
- Next Steps
- Creating a Strategy Map

F: Council of Health Boards (CHB): Kassekert

Zacher-Pate reported in Kassekert’s absence that the Council of Health Boards did not meet.

G: Executive Committee: Richardson, Payne, Hirsch

Richardson reported that a preliminary planning meeting and discussion for Strategic Planning will occur on August 28. All Board Members are invited to participate.

The September 18, 2015 Board meeting is tentatively planned to be devoted almost entirely to Strategic Planning. If any compliance cases must be heard, the schedule will need to be adjusted to accommodate the cases. Elections for the 2016 and 2017 Board officers will also occur at the September meeting. The September 18 meeting may require extra time or members may be asked to continue the meeting into Saturday, September 19.

The Executive Committee hopes to document a draft Strategic Plan from the September 18, 2015 meeting for consideration and possible action at the November 20, 2015 board meeting. Board members were encouraged to review the current 2011-2014 strategy map which is available on the website. Additional information will be provided to board members prior to the event.

Black-Hughes submitted a self-nomination for a member-at-large position with ASWB.

A motion was made by the Executive Committee to send a letter of recommendation to ASWB supporting Black-Hughes’ application. The motion carried with one abstention.

A request from Minnesota State University Mankato about receiving ASWB test results from the Board was discussed.

Pictures of Board members for display in the Board office lobby will be taken at a later day.

H: Finance Committee: Hirsch

Hirsch reported that the Finance Committee met on July 16, 2015.

- As of July 1, 2015, the Board is now in Fiscal Year 2016 and started a new biennial budget period for Fiscal Years 2016 and 2017.

- The hard close for Fiscal Year 2015 will not occur until August 2015, so a more complete report for close of Fiscal Year 2015 will occur at the September 2015 Board Meeting.
- As of March, the Board had spent 99% of the Attorney General budget, but all fees above 100% will be absorbed by the Attorney General's office as appropriations for Fiscal Year 2015 were exceeded by the Health Licensing Boards (HLBs) collectively.
- The Office of Enterprise Technology (OET) surcharge expired as of June 30, 2015. Licensees are no longer required to pay this fee as of July 1, 2015.
- All HLBs combined, collected about \$12 million in OET surcharges.
- Some of the HLBs were allocated about \$2.3 million of the OET fees to finance the creation of their new database and online license systems.
- BOSW licensees contributed about \$566,000. in OET fees.
- The BOSW was allocated about \$283,000. from the OET fees for the development of the new database/online license system

I: Health Professionals Services Program (HPSP): Kassekert

Zacher-Pate reported in Kassekert's absence that the HPSP Program Committee met on May 19, 2015. Topics of the meeting included:

- Development of a policy for public comment and appointing an agency spokesperson
- Need for more participation to have a quorum at meetings
- As of May 12, 2015, there are 17 BOSW licensees participating in HPSP
- Voluntary referrals are up 55%. Voluntary referrals are made by the Board without a disciplinary order.
- Self-referrals are down 28%. It is speculated self-referrals have declined due to individual's fear of being reported to the Board
- Strategic Planning on HPSP processes
- Two videos available on HPSP website
- Case Review

J: Legislation & Rules Committee (L&RC): Hallman

Hallman reported that the Legislation & Rules Committee did not meet.

K: Nominating Committee: Middlebrooks

Middlebrooks reported that the Nominating Committee continues to accept nominations for the 2016-2017 Board officers. Elections will occur at the September 18 board meeting.

8. OTHER BUSINESS

A motion was made by the Executive Committee to send one board member and one staff person to the Council on Licensure, Enforcement and Regulation (CLEAR) conference in Boston to be held September 17-19, 2015. The motion carried unanimously.

9. ROUNDTABLE

Oberle requested that any Fiscal Year 2015 expense reports or per diem forms be submitted by July 31, 2015 in order to meet the fiscal year hard close deadline.

10. PUBLIC COMMENT

Hymans and Harless expressed their gratitude for the invitation to present and participate in the board meeting.

11. COMPLIANCE COMMITTEE: [Executive Session – portion closed to the public]
Hallman, Gallagher

Gallagher reported that Compliance statistics were included in the Board packet. There are currently about 200 open complaints.

Executive Session-Closed to the Public from 2:28 pm –2:57 pm.

A motion was made by Compliance Panel B to adopt the Stipulation and Consent Order for Veronica Gaidelis-Langer, LGSW 24356. The motion passed unanimously.

A motion was made by Compliance Panel B to adopt the Stipulation and Order for Andrea Redetzke, LSW 24247. The motion passed unanimously.

A motion was made by Compliance Panel B to adopt the Stipulation and Consent Order for Kjirsten Hanson, LICSW 13322. The motion passed with 14 votes to approve and one opposed.

12. ADJOURN

Middlebrooks moved and Weaver seconded to adjourn the meeting at 3:00 pm. The motion passed unanimously.

Respectfully submitted,



Angela Hirsch, LICSW
Secretary-Treasurer