MINNESOTA
BOARD OF SOCIAL WORK

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Protecting the Public

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

Minutes
March 16, 2018

Members Present:	Thomas Brooks, Public Member Jason Collins, LSW Donna Ennis, LSW Jill Grover, LISW, Secretary/Treasurer Angela Hirsch, LICSW, Chair Kathy Lombardi, LICSW, Vice Chair Laura McGrath, Public Member Kenneth Middlebrooks, Public Member Carol Payne, LSW Lori Thompson, LSW Mary Weaver, Public Member Shawn Yates, Public Member
Members Absent:	Susan McGeehan, LSW
Staff Present:	Heather Conley, LICSW Social Work Licensing Coordinator Michelle Kramer-Prevost, LISW, Assistant Director Connie Oberle, Office Manager Kate Zacher-Pate, LSW, Executive Director
Staff Absent:	Megan Gallagher, JD, Regulations Analyst

Chair Hirsch called the meeting to order at 9:03 am. A quorum was present.

1. PROPOSED AGENDA

The Board reviewed the Proposed Agenda included in the Board packet.

Ennis motioned and Weaver seconded to approve the agenda as presented. The motion carried unanimously.

2. MINUTES FOR JANUARY 19, 2018 REGULAR BOARD MEETING

The Board reviewed the January 19, 2018 Board meeting minutes.

Yates motioned and Payne seconded to approve the January 19, 2018 minutes as presented. The motion carried unanimously.

3. MEMBER UPDATES and ROUNDTABLE: McGrath

McGrath, as Chair of the Leadership and Development Committee, instructed Board members to introduce themselves and that a specific topic would be shared at each Board meeting. This month Board members shared specific recent accomplishments and achievements.

Hirsch distributed a card for Gallagher.

4. MARCH NATIONAL SOCIAL WORK MONTH: Zacher-Pate, Hirsch, Kramer-Prevost

Kramer-Prevost explained that information on National Social Work Month has been posted to the Board website. A Public Service Announcement was also posted and presented to the Board. The National Association of Social Workers has additional information on their website.

Middlebrooks inquired about social work salaries and the need for professional competitive market salaries. Discussion ensued.

Zacher-Pate distributed the sign-in sheet, contact information, sign-up sheet for the Association of Social Work Boards Spring Conference, and interest form for a training provided by Dale Atkinson from the Federation of Associations of Regulatory Boards to Minnesota Health Licensing Boards.

5. MINNESOTA COALITION OF LICENSED SOCIAL WORKERS DUTY TO WARN PROPOSAL: Karen Frees, LICSW Coalition Chair, Other Members

Karen Frees, Alan Ingram, Rosemary Martin, Ellen Luepker, Paula Tracey, and Tim Bechtel, representing the Minnesota Coalition of Licensed Social Workers, and other professional social work organizations, presented on the Coalition's Duty to Warn (DTW) legislative proposal. Information was included in the Board packet. Discussion followed the presentation.

The Coalition requested working with the MN Board of Social Work, in order to find a solution which will protect the public, protect our interns/students, advance the profession, in extremely challenging times. They propose a change to the MN statutes would protect social work trainees, and thus their clients and the public, in duty to warn situations.

The DTW legislative bill was tabled in the 2018 legislative session. The Coalition is committed to bring the proposal forward in the 2019 legislative session. More work will be done in the coming months.

Gertrude Buckanaga, a member of the Board's Advisory Committee, representing the Minnesota American Indian Mental Health Advisory Council, spoke about social services and disparities in Native American communities.

6. EXECUTIVE DIRECTOR'S REPORT: Zacher-Pate

The written Executive Director's report was included in the board packet. In addition, Zacher-Pate highlighted the following topics:

- Board Member Vacancies
    - There are five professional member Board member vacancies, with one current member applying for reappointment.
- Personnel & Staffing
    - Kate Manley, current Customer Service Representative has been hired to fill the newly created Licensing and Communications Coordinator position.

    - The Customer Service Representative position is posted for applications though March 19, 2018
    - Cory Sherwood, Supervision Coordinator, resigned effective March 1, 2018. That position is posted for applications through March 19, 2018.
- BOSW IT Initiatives
- MS 148E.035 Variance Requests
    - Three variance requests have been approved since the last Board meeting.

7. LICENSING UNIT REPORT: Kramer-Prevost

Kramer-Prevost reported the following:

- Tralana Davis, Kate Manley, and Sherry Thompson were recognized and thanked for taking on additional duties due to Sherwood's resignation.
- The Board will display at Minnesota Social Services Association (MSSA) in March and the National Association of Social Workers (NASW) –MN Chapter in June. A sign-up sheet was distributed for Board members to sign up to participate at conferences at the BOSW booth. Two more presentations at BSW/MSW academic programs are scheduled before the end of the academic school year.
- Staff is exploring the possibility of displaying at the MN State Fair one day with other mental health based organizations. A sign-up sheet was distributed to determine interest.
- Statistics on licenses granted via grandfathering provisions were distributed.
- Association of Social Work Boards (ASWB) examination pass rates for 2017 were distributed.

8. COMPLIANCE UNIT REPORT: Zacher-Pate

Zacher-Pate reported on the following:

- Progress on complaint investigation and resolution is being made in Gallagher's absence, but at a slower pace
- Jodi White, Compliance and CE Coordinator, was recognized and thanked for her additional contributions during this period.
- There may be an increase in Attorney General's billings due to additional legal services.
- The Board has a case at the Office of Administrative Hearings due to an attorney's claim that the Board is enforcing an unpromulgated rule that a recording cannot be made during an investigative proceeding.

Yates left the meeting at 11:05.

9. REPORT: FEDERATION OF ASSOCIATION OF REGULATORY BOARDS (FARB) JANUARY 25-28, 2018: Zacher-Pate, Weaver

Zacher-Pate and Weaver attended the annual FARB conference, and presented part one of important session content. Part two will be covered at the May 2018 Board meeting. Highlights included:

- Reducing friction in the licensure process for licensees and boards
- Scrutiny of occupational licensure
- Economic and structural effects of occupational licensure
- Common sense occupational regulation
- A video featuring Dr. Beth Redbird, PhD, Northwestern University, research on the benefits of licensure
- Negative perception of regulatory boards in the media and the need to "tell the story" of positive impact of licensure and regulation

10. 2015-2018 BOSW STRATEGIC PLAN REVIEW: Hirsch, Payne

The Strategic Plan items were reviewed. Highlights included:

- Technology:
  - New board member devices will arrive in the next few weeks and will be distributed to Board members to ensure data security and access to essential board data
- Jurisprudence Exam:
  - Contracting is underway for a collaborative project with three other HLBs to develop an online service, free of cost, voluntary jurisprudence exam
- Long term priority of working with the Minnesota Department of Human Services to modify the Mental Health Professional and Practitioner definitions
- Utilizing technology to connect Board meetings to Greater Minnesota

Weaver left the meeting at 11:44 am.

Lunch 11:45 am-12:17 pm, Board Member Recognition and Appreciation for Jason Collins, LSW.

11. COMMITTEE & LIAISON REPORTS:

A. Advisory Committee (AC): McGeehan, Zacher-Pate

Zacher-Pate reported that the Advisory Committee did not meet because there was no quorum, but will meet in April. The following items were presented.

- New members to the AC include Renita Wilson, LICSW and Deseria Galloway, LGSW, representatives from the Minnesota Association of Black Social Workers, and Karen Frees, LICSW, the representative from the Minnesota Coalition of Licensed Social Workers.

B. Application Review Committee (ARC): Grover, Kramer-Prevost

Grover reported that the ARC did not meet.

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

Hirsch reported on the following:

- The ASWB Mobility Strategy Worksheet, requested from ASWB, was delegated to Board staff for completion, with input from the Board as needed. The results will be provided to the board when completed.

Ennis motioned and Thompson seconded to send one Board Member and one Staff Member to the ASWB Spring Education Conference, May 17-19, 2018 in Halifax, Nova Scotia, Canada. The motion passed unanimously.

- Travel permission will be requested from Minnesota Management and Budget per out of country travel policy.
- Zacher-Pate will attend the ASWB Spring Conference as Chair of the ASWB REAL Committee, with ASWB funding.
- Brooks is now a member of the ASWB Regulations and Standards Committee.
- Members recommended adding the 2019 ASWB Spring Education Conference discussion to the January 2019 Board meeting to ensure efficient planning.

D. Communication Education Outreach Committee (CEOC): Brooks

Brooks reported that CEOC met on February 14, 2018 and March 14, 2018. The minutes were included in the Board packet. Topics discussed included:

- Strongly encourage Board member involvement at upcoming conferences
- Development of online Jurisprudence Exam
- Creation of online learning modules
- Creation of online customer satisfactory survey

E. Compliance Review Ad Hoc Committee (CRC): Middlebrooks

Middlebrooks reported that the CRC did not meet. The next meeting will be after Gallagher's return.

F. Council of Health Boards (CHB): Ennis

Ennis reported that the CHB did not meet.

G. Executive Committee (EC): Hirsch, Lombardi, Grover

Hirsch reported that the Executive Committee met on March 15, 2018. Topics included:

- ASWB Spring Conference attendance
- Creation of a draft BOSW Social Media Policy for the May Board Meeting
- Minnesota Management and Budget (MMB) Hay Review of certain HLB Executive Director positions
- Successful annual performance review of Zacher-Pate at January 19 board meeting

H. Finance Committee (FC): Grover

Lombardi reported that the Finance Committee met on March 15, 2018. Topics reported included the following 2018 fiscal year data:

- At 58% of the year, the Board has spent 47.5% of its operational budget
- At 66% of the year, the Board has collected 70% of forecasted revenues
- Increased Attorney General and HPSP costs
- Increased centralized MN.IT costs
- Budget planning for Fiscal Years 2020-2021 begins this summer

I. Health Professionals Services Program (HPSP): McGrath

McGrath reported on the HPSP Program Committee meeting held in February 2018. A speaker from Hennepin County Medical Center gave a presentation on Addiction Medicine and Medical Cannabis.

J. Legislation & Rules Committee (LRC): Hirsch, Zacher-Pate

Hirsch reported the Legislation and Rules Committee met on February 8, 2018. Minutes were included in the Board packet. Topics included:

- Confirming members
- Meeting dates
- "Deep Dive" review of BOSW Practice Act
- IT Importance
- Intended goals and outcomes
- Timeline
- Strategies

Zacher-Pate stated the next meeting would be March 26, 2018.

Zacher-Pate reported on the following bills that could have impact on the Board of Social Work or the Health Licensing Boards as a whole.

- Using technology in training students
- Department of Human Services definitions of Mental Health Professional and Mental Health Practitioner already discussed in Agenda Item 10
- Secure messaging mandate for licensees
- Health Licensing Board policy bills to create clarification and efficiencies to MS 214 provisions:
    - Temporary Suspension process time lines
    - Criminal Background Checks clarification on definitions and process time lines
- Possible national legislation to clarify Board and Board Members responsibility related to anti-trust liability based on the North Carolina Dental Board case

K. Leadership & Development Committee (LD): McGrath

McGrath reported that LD Committee met on February 12, 2018. Minutes were included in the packet. Highlights included:

- Committee Charge
    - Identifying mentors
    - Contact McGrath or Zacher-Pate if interested in being a mentor
    - Identifying mentor duties
- Inclusive board training attendance offered by the Secretary of State and Governor's office
- Use of surveys for Board members
- Hirsch and Zacher-Pate were selected to participate in ASWB Leadership Training in late May

12. OTHER BUSINESS

There was no other Business

13. PUBLIC COMMENT

There was no public comment.

14. COMPLIANCE COMMITTEE-EXECUTIVE SESSION: Closed to the Public: Zacher-Pate, Middlebrooks

Lombardi motioned and Brooks seconded to go into closed session at 2:00 pm under Minnesota Statutes 214. The motion passed unanimously.

Closed session 2:00 pm – 3:03 pm

Hirsch, as a member of Compliance Panel B, recused herself and Lombardi presided over the next portion of the meeting.

The subject of the hearing requested support from a family member during the hearing. The request was denied under Minnesota Statute 214, due to the confidential, non-public nature of the hearing procedure.

Following a hearing and deliberation, Ennis motioned and Brooks seconded to accept the Findings of Fact, Conclusions, and Final Order in the Matter of Shonee Phillips, LGSW. Voting to affirm were Lombardi, Thompson, McGrath, Brooks, Collins, and Ennis. Hirsch, Grover, Payne and Middlebrooks, as members of Compliance Panel B, and Staff members who worked on the case, were not present for the deliberation and vote.

Hirsch returned to presiding over the meeting.

Compliance Panel A motioned to adopt the Stipulation and Consent Order for Phialoung T. Yang, Provisional LSW. The motion passed unanimously.

Compliance Panel A, not including Ennis, motioned to adopt the Stipulation and Consent Order for Jessica L. Unkelhaeuser, LGSW. The motion passed with Grover, Thompson, McGrath, Brooks, Collins, Payne, and Middlebrooks affirming, and Ennis abstaining.

Compliance Panel B motioned to adopt the Stipulation and Consent Order for Kathleen L. Sampson, LICSW. The motion passed unanimously.

Middlebrooks motioned and Payne seconded to reopen the meeting at 3:03 pm

15. ADJOURN

Ennis motioned and McGrath seconded to adjourn the meeting at 3:04 pm. The motion passed unanimously.

Respectfully submitted,

Jill Grover, LISW

Jill Grover, LISW
Secretary-Treasurer