

**IDAHO BOARD OF SOCIAL WORK EXAMINERS**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Board Meeting Minutes of 11/12/2014**

**BOARD MEMBERS PRESENT:** Lynnet R. Kase  
Dr. Joan M. Cloonan  
Robert Payne  
Virginia K. Dickman  
Kristopher L. Walton

**BOARD MEMBERS ABSENT:** Dr. Eleanor Pepi Downey - Chair

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, Legal Counsel  
Jean Uranga, Board Prosecutor

**OTHERS PRESENT:** Angela Kelly  
Ashley Robinson

The meeting was called to order at 9:00 AM MST by Lynnet Kase.

Mr. Payne made a motion to appoint Ms. Kase as Acting Chair for the meeting. Ms. Dickman seconded the motion. Motion carried.

**APPROVAL OF MINUTES**

Dr. Cloonan made a motion to approve the minutes of July 22, 2014. It was seconded by Ms. Dickman. Motion carried.

Dr. Cloonan made a motion to approve the minutes of August 11, 2014. It was seconded by Mr. Walton. Motion carried.

Dr. Cloonan made a motion to approve the minutes of October 15, 2014. It was seconded by Mr. Walton. Motion carried.

**LEGISLATIVE REPORT**

Ms. Cory gave the legislative report. She said that the proposed rules have been published and are on the Board's web page. There were two comments received.

Mr. Walton made a motion to direct Ms. Cory to follow-up with a call to the parties that sent the comments, Mr. Payne is to assist if needed. Ms. Dickman seconded the motion. Motion carried.

## **FINANCIAL REPORT**

Ms. Cory gave the financial report, which indicated that the Board has a cash balance of \$21,025.33 as of October 31, 2014.

## **DISCIPLINE**

Ms. Uranga presented a memorandum regarding case numbers SWO-2014-24, SWO-2014-26, SWO-2014-25, SWO-2015-3, SWO-2015-2, SWO-2015-1, and SWO-2014-11.

Mr. Payne made a motion to close case SWO-2014-24. Ms. Dickman seconded the motion. Motion carried.

Mr. Payne moved to close case SWO-2014-26. Mr. Walton seconded the motion. Motion carried.

After discussion, the Board gave recommendations for appropriate discipline on cases SWO-2014-25, SWO-2015-3, SWO-2015-2, SWO-2015-1, and SWO-2014-11.

Ms. Uranga presented a Stipulation and Consent Order in case SWO-2014-9. Mr. Walton made a motion to approve the Consent Order and allow the Acting Chair to sign on behalf of the Board. It was seconded by Ms. Dickman. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case SWO-2014-16. Mr. Payne made a motion to approve the Consent Order and allow the Acting Chair to sign on behalf of the Board. It was seconded by Dr. Cloonan. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case SWO-2014-18. Mr. Walton made a motion to approve the Consent Order and allow the Acting Chair to sign on behalf of the Board. It was seconded by Ms. Dickman. Motion carried.

## **INVESTIGATIVE REPORT**

Ms. Peel gave the investigative report, which is linked above.

## **FOR BOARD DETERMINATION**

Mr. Payne made a motion to approve the Bureau's recommendation and authorize closure in cases I-SWO-2013-45, I-SWO-2013-76, I-SWO-2013-81, I-SWO-2013-18, I-SWO-2014-14, and I-SWO-2014-22. It was seconded by Mr. Walton. Motion carried.

## **DISCIPLINARY**

Ms. Peel presented information on case SWO-2014-27. The Board took no action.

Ms. Peel presented supervisor reports on cases SWO-2012-12, SWO-2012-16, and SWO-2011-18. The reports were accepted.

Ms. Peel presented a payment arraignment request on case SWO-2011-11. Ms. Dickman made a motion to approve the payment arraignment. Mr. Walton seconded the motion. Motion carried.

Ms. Peel presented a payment arraignment request on case SWO-2013-15. Mr. Payne made a motion to approve the payment arraignment. Dr. Cloonan seconded the motion. Motion carried.

## **EXECUTIVE SESSION**

Mr. Payne made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Dr. Cloonan. The vote was: Mr. Walton, aye; Ms. Dickman, aye; Mr. Payne, aye; Ms. Kase, aye; and Dr. Cloonan, aye. Motion carried.

Mr. Payne made a motion to come out of executive session. It was seconded by Dr. Cloonan. The vote was: Mr. Walton, aye; Ms. Dickman, aye; Mr. Payne, aye; Ms. Kase, aye; and Dr. Cloonan, aye. Motion carried.

## **NEW BUSINESS**

Mr. Payne made a motion to table the application for applicant 901067854. Dr. Cloonan seconded the motion. Motion carried.

## **EXECUTIVE SESSION**

Mr. Payne made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Dr. Cloonan. The

vote was: Mr. Walton, aye; Ms. Dickman, aye; Mr. Payne, aye; Ms. Kase, aye; and Dr. Cloonan, aye. Motion carried.

Mr. Payne made a motion to come out of executive session. It was seconded by Dr. Cloonan. The vote was: Mr. Walton, aye; Ms. Dickman, aye; Mr. Payne, aye; Ms. Kase, aye; and Dr. Cloonan, aye. Motion carried.

## **LUNCH**

### **EXECUTIVE SESSION**

Mr. Payne made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Dr. Cloonan. The vote was: Mr. Walton, aye; Ms. Dickman, aye; Mr. Payne, aye; Ms. Kase, aye; and Dr. Cloonan, aye. Motion carried.

Mr. Payne made a motion to come out of executive session. It was seconded by Dr. Cloonan. The vote was: Mr. Walton, aye; Ms. Dickman, aye; Mr. Payne, aye; Ms. Kase, aye; and Dr. Cloonan, aye. Motion carried.

### **APPLICATIONS**

Mr. Payne made a motion to approve the examination application for Alison Salas. Ms. Dickman seconded the motion. Motion carried.

Mr. Payne made a motion to table the application for applicant 901114170 and contact their supervisor for additional information. Mr. Walton seconded the motion. Motion carried.

Mr. Walton made a motion to table the application for applicant 901109524 and contact their current supervisor for additional information. Ms. Dickman seconded the motion. Motion carried.

### **OLD BUSINESS**

The Board reviewed the To-Do-List.

Ms. Dickman made a motion that the Board cover the cost for Mr. Payne attending the Tel-health meeting. Dr. Cloonan seconded the motion. Motion carried.

### **ASSOCIATION OF SOCIAL WORK BOARD CONFERENCE**

Mr. Ellsworth discussed the Open Meeting Law and reminded the members not to discuss Board issues at the ASWB conference.

Mr. Payne will do introductions and a brief welcome and The Honorable Brad Little, Lieutenant Governor, will do a welcome.

Mr. Payne is running for the office of ASWB President.

### **ASWB LETTER OF AGREEMENT**

The Board reviewed the ASWB Letter of Agreement contract. Mr. Payne made a motion to approve the ASWB Letter of Agreement and authorize Ms. Cory to sign. Mr. Walton seconded the motion. Motion carried.

### **CLINICAL SUPERVISOR REPORT FORM**

The Board reviewed the updated clinical supervisor report form adding a note stating that the report form will become part of the applicant's file and the applicant has the right to request anything from their file. Mr. Payne moved to approve the change and include a signature line for the supervisee with the supervisor signature. Dr. Cloonan seconded the motion. Motion carried.

### **INACTIVE LETTER**

The Board reviewed the updated inactive letter. Ms. Dickman made a motion to accept the inactive letter with additional changes. Mr. Walton seconded the motion. Motion carried.

### **REFERENCE FORM**

The Board reviewed the reference form that is part of the application. Ms. Dickman made a motion to take out the personal acquaintance check box. Dr. Cloonan seconded the motion. Motion carried.

### **CORRESPONDENCE**

The Board reviewed a request for approval of a continuing education supervisor training course. The Board indicated that it does not pre-approve continuing education.

The Board reviewed a letter requesting clarification of how Idaho's laws and rules would apply to the requester's Utah power point training program. Mr. Payne made a motion to direct Mr. Ellsworth to respond to the letter. Dr. Cloonan seconded the motion. Motion carried.

The Board reviewed a letter and information from a website regarding text therapy services. Dr. Cloonan made a motion that Mr. Ellsworth respond to the letter and inform the requester that there are services potential legal issues and that they should contact a private attorney regarding their specific questions.. Mr. Payne seconded the motion. Motion carried.

## **EXECUTIVE SESSION**

Dr. Cloonan made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Mr. Payne. The vote was: Mr. Walton, aye; Ms. Dickman, aye; Mr. Payne, aye; Ms. Kase, aye; and Dr. Cloonan, aye. Motion carried.

Mr. Payne made a motion to come out of executive session. It was seconded by Ms. Dickman. The vote was: Mr. Walton, aye; Ms. Dickman, aye; Mr. Payne, aye; Ms. Kase, aye; and Dr. Cloonan, aye. Motion carried.

**NEXT MEETING** was scheduled for January 27, 2015, 9:00 AM MST.

## **ADJOURNMENT**

Mr. Payne made a motion to adjourn the meeting at 3:55 PM MST. It was seconded by Dr. Cloonan. Motion carried.

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Dr. Eleanor Pepi Downey, Chair

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Dr. Joan M. Cloonan

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Lynnet R. Kase

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Robert Payne

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Virginia K. Dickman

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Kristopher L. Walton

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Tana Cory, Bureau Chief