

**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 1/26/2016**

**BOARD MEMBERS PRESENT:** Kristopher L Walton - Chair  
Dr Eleanor P Downey  
Dr Joan M Cloonan  
Lynnet R Kase  
Robert Payne

**BOARD MEMBERS ABSENT:** Virginia K Dickman

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, General Counsel  
Mitchell Toryanski, Legal Counsel  
Jean Uranga, Board Prosecutor  
Marilyn London, Technical Records Specialist

**OTHERS PRESENT:** Mark Keylor  
Barbara Supan  
Andi Ashton

The meeting was called to order at 9:00 AM MST by Kristopher L Walton.

**AMENDED AGENDA**

Dr. Pepi Downey moved to amend the agenda adding a continuing education settlement order for case number SWO-2016-10, which was just received in the office. Dr. Cloonan seconded the motion. Motion carried.

Mr. Payne moved to amend the agenda to recognize Marilyn London for her service to the Board. Dr. Cloonan seconded the motion. Motion carried.

**APPROVAL OF MINUTES**

Dr. Cloonan made a motion to approve the minutes of October 27, 2015. It was seconded by Ms. Kase. Motion carried.

**LEGISLATIVE REPORT**

Ms. Hall gave the legislative report. She said that any proposed law changes are due the first day in August and proposed rules are due the 3<sup>rd</sup> week in August.

## **FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$42,781.33 as of December 31, 2015.

## **DISCIPLINE**

Ms. Uranga presented a memorandum regarding case numbers SWO-2016-4, SWO-2016-3, and SWO-2016-9.

Ms. Kase made a motion to close case SWO-2016-4 with an advisory letter. Dr. Cloonan seconded the motion. Motion carried.

Dr. Pepi Downey made a motion to close case SWO-2016-3. Dr. Cloonan seconded the motion. Motion carried.

Mr. Payne made a motion to close case SWO-2016-9. Dr. Pepi Downey seconded the motion. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case SWO-2015-16. Mr. Payne made a motion to approve the Consent Order and allow the Board Chair to sign on behalf of the Board. It was seconded by Ms. Kase. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case SWO-2016-5. Dr. Cloonan made a motion to approve the Consent Order and allow the Board Chair to sign on behalf of the Board. It was seconded by Ms. Kase. 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-2015-24, I-SWO-2015-31, I-SWO-2015-37, I-SWO-2016-3, and I-SWO-2016-14. It was seconded by Dr. Cloonan. Motion carried.

## **DISCIPLINE**

Ms. Peel presented a Continuing Education Settlement Order in case SWO-2016-12. Mr. Payne made a motion to approve the Settlement Order and

authorize the Chair to sign on behalf of the Board. Dr. Cloonan seconded the motion. Motion carried.

Ms. Peel presented a Continuing Education Settlement Order in case SWO-2016-10. Mr. Payne made a motion to approve the Settlement Order and authorize the Chair to sign on behalf of the Board. Dr. Cloonan seconded the motion. Motion carried.

Ms. Peel presented Supervisor reports in cases SWO-2012-1, SWO-2012-12, and SWO-2013-28. No action was taken.

Ms. Peel presented a letter in case SWO-2013-28 asking to be released from probation. Mr. Payne made a motion to approve the request. Dr. Pepi Downey seconded the motion. Motion carried.

Ms. Peel presented a letter in case SWO-2014-25 asking to waive the probation period. Mr. Payne made a motion to deny the request. Dr. Cloonan seconded the motion. Motion carried.

Ms. Peel presented a letter in case SWO-2013-16 asking to be released from probation. Ms. Kase made a motion to approve the request. Dr. Cloonan seconded the motion. Motion carried.

Ms. Peel presented a letter in case SWO-2013-8 asking for payment arrangements. Mr. Payne made a motion to approve the payment arrangements. Dr. Pepi Downey seconded the motion. Motion carried.

Ms. Peel presented a letter in case SWO-2015-1 asking to approve changing the effective date of the Stipulation and Consent Order. Mr. Payne made a motion to approve the request. Dr. Cloonan seconded the motion. Motion carried.

## **NEW BUSINESS**

### **EXECUTIVE SESSION**

Ms. Kase made a motion that the Board go into executive session under Idaho Code § 74-206(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. Pepi Downey. The vote was: Mr. Payne, aye; Ms. Kase, aye; Dr. Cloonan, aye; Dr. Pepi Downey, aye; and Mr. Walton, aye. Motion carried.

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

## **APPLICATIONS**

Mr. Payne made a motion to approve Mark Keylor for the master level exam. Dr. Downey seconded the motion. Motion carried.

Ms. Kase made a motion to approve Barbara Supan for the bachelor level exam. Dr. Pepi Downey seconded the motion. Motion carried.

## **REGULATORY BOARD TRAINING**

Mr. Toryanski presented a PowerPoint presentation to the Board on the role of the Board.

## **OLD BUSINESS**

To Do List – The Board reviewed the to do list and no action was taken.

## **TELEHEALTH GUIDELINES**

The Board reviewed the Association of Social Work Boards model regulatory standards for technology and social work practice. Dr. Cloonan made a motion to approve Mr. Payne to draft a preamble for the Board's webpage in order to post a link of the ASWB regulatory standard for technology as guidelines. The Board will review it at the next Board meeting. Mr. Payne seconded the motion. Motion carried.

## **ASSOCIATION OF SOCIAL WORK BOARDS**

Mr. Payne made a motion to approve the payment of \$1,000 for the ASWB Membership Dues. Dr. Cloonan seconded the motion. Motion carried.

Mr. Walton reported on the ASWB November 2015 meeting at Fort Lauderdale, Florida. He indicated the discussion was regarding Telehealth and what to do about regulations. The next ASWB meeting is in Jersey City, New Jersey on April 28 – May 1, 2016. Dr. Pepi Downey made a motion to approve Mr. Payne and Mr. Walton to attend the meeting and give the Chair authority to appoint a substitute member, if necessary. Ms. Kase seconded the motion. Motion carried.

## **LUNCH**

The Board broke for lunch and Dr. Cloonan was not able to attend the afternoon session.

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

## **CORRESPONDENCE**

The Board reviewed a letter from Marvin M. Smith, attorney, regarding a letter of denial of request for re-licensure of a social work applicant. Dr. Pepi Downey made a motion that the Board send a letter signed by the Board Chair. Mr. Payne seconded the motion. Motion carried.

The Board reviewed an e-mail question from Jessica Jones regarding independent practice. The Board directed that a letter be sent asking for additional information.

The Board reviewed an e-mail question from Tanya Richter regarding social work independent practice. The Board directed that a letter be sent including social work Rule 201.03.

The Board reviewed an e-mail question from Heather Witt regarding clarification on supervision of an LMSW providing assessment and using webcams. The Board directed that a letter be sent including social work Rule 201.02 and the Telehealth Act.

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

## **APPLICATIONS AND CONTINUING EDUCATION AUDITS**

The Board reviewed applications and continuing education audits.

Mr. Payne made a motion to deny the supervision plan for Hanna Mullen-Morzenti based upon plan not meeting all the clinical supervision requirements in Rule 210.03.

### **RETIREMENT**

Mr. Payne made a motion to include in the minutes how much the Board has appreciated Marilyn London's exemplary service to the Social Work Board and wishes her well upon her retirement. Dr. Pepi Downey seconded the motion. Motion carried.

**NEXT MEETING** was scheduled for April 26, 2016.

### **ADJOURNMENT**

Mr. Payne made a motion to adjourn the meeting at 3:00 PM MST. It was seconded by Ms. Kase. Motion carried.

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Kristopher L Walton, Chair

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Dr Eleanor P Downey

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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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Tana Cory, Bureau Chief