

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 4/25/2017

BOARD MEMBERS PRESENT: Virginia K Dickman - Chair
Kristopher L Walton
Dr Eleanor P Downey
Dr Joan M Cloonan
Lynnet R Keeley

BOARD MEMBERS ABSENT: Robert Payne

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 R Uranga, Board Prosecutor
Debbie Sexton, Management Assistant
Deon L'Abbé, Technical Records Specialist
Debbie Toncray, Technical Records Specialist

OTHERS PRESENT: Andrea Bodden, Student
Denise Schumacher, Student
Michelle Tueller, LCSW
Brandi Hissong, LMSW
April Calhoun, Applicant
Michelle Lowe-Lantron

The meeting was called to order at 9:15 AM MDT by Virginia K Dickman.

APPROVAL OF MINUTES

Ms. Keeley made a motion to approve the minutes of January 24, 2017. It was seconded by Mr. Walton. Motion carried.

LEGISLATIVE REPORT

Mr. Toryanski gave the legislative report. He said that the deadline to submit proposed law changes to the Governor's Office is August 1 and the deadline to submit proposed rule changes to the Governor's Office is the third week in August for the 2018 Legislative Session.

FINANCIAL REPORT

Ms. Cory gave the financial report, which indicated that the Board had a cash balance of \$84,899.75 as of March 31, 2017.

DISCIPLINE

Ms. Uranga presented case number SWO-2017-14. Dr. Downey made a motion to close SWO-2017-14 with a warning letter. It was seconded by Mr. Walton. Motion carried.

Ms. Uranga presented a memorandum regarding case numbers SWO-2017-15, and SWO-2017-17. After discussion, the Board gave recommendations for appropriate discipline.

Ms. Uranga presented case number SWO-2017-16. Dr. Downey made a motion to close SWO-2017-16 with a warning letter. It was seconded by Mr. Walton. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case SWO-2017-2. Mr. Walton 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. Keeley. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case SWO-2016-14. Ms. Keeley made a motion to approve the Consent Order and allow the Board Chair to sign on behalf of the Board. It was seconded by Mr. Walton. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case SWO-2017-5. 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 Mr. Walton. Motion carried.

Dr. Cloonan made a motion to approve a course called, "Difficult People" in case SWO-2017-5. It was seconded by Dr. Downey. Motion carried.

Mr. Walton made a motion to approve a course called, "Anger and Stress Management" in case SWO-2017-5. It was seconded by Dr. Cloonan. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case SWO-2017-6. Mr. Walton 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. Keeley. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case SWO-2017-1. Mr. Walton made a motion to approve the Findings of Fact, Conclusions of Law and Final Order, and allow the Board Chair to sign on behalf of the Board. It was seconded by Ms. Keeley. Motion carried.

INVESTIGATIVE REPORT

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

FOR BOARD DETERMINATION

Mr. Walton made a motion to approve the Bureau's recommendation and authorize closure in cases I-SWO-2016-39, I-SWO-2016-43, and I-SWO-2017-13. It was seconded by Dr. Cloonan. Motion carried.

Ms. Peel presented a memo in case number I-SWO-2017-17. After discussion, the Board gave recommendations for appropriate discipline.

The Board reviewed the following supervision reports:

SWO-2015-1
SWO-2015-2
SWO-2015-16
SWO-2016-7

EXECUTIVE SESSION

Dr. Cloonan made a motion that the Board go into executive session under Idaho Code § 74-206(1)(f) to discuss pending or threatened litigation with counsel. The purpose of the Executive Session was to discuss case number SWO-2017-10. It was seconded by Dr. Downey. The vote was: Ms. Dickman, aye; Ms. Keeley, aye; Dr. Cloonan, aye; Dr. Downey, aye; and Mr. Walton, aye. Motion carried.

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

Dr. Downey made a motion in regard to case # SWO-2017-10 to direct counsel to prepare a Findings of Fact Conclusions of Law & Final Order, accept the stipulation, and impose discipline of license revocation and payment of costs and fees, and authorize the Board consisting to sign. It was seconded by Dr. Cloonan. Motion carried.

EXECUTIVE SESSION

Mr. Walton 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. Cloonan. The vote was: Ms. Dickman, aye; Ms. Keeley, aye; Dr. Cloonan, aye; Dr. Downey, aye; and Mr. Walton, aye. Motion carried.

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

Mr. Walton made a motion to approve the supervision plan for Brandi Hissong. It was seconded by Dr. Cloonan. Motion carried.

OLD BUSINESS

To Do List – The Board reviewed the to-do list.

Dr. Downey gave a brief update to members of the Board on the interdisciplinary committee and will send a link to the guidelines for social work and will continue to follow up on the next agenda.

Ms. Dickman said that Mr. Payne will have a full report on his supervisory committee updates at the next Board meeting.

Ms. Dickman said Mr. Payne requested adding journaling for clinical social work applicants on the next agenda.

Ms. Dickman said Mr. Payne requested that the supervision plan application, includes requiring the applicant to provide documentation for significant gaps in licenses from other states.

Dr. Downey made a motion to consider applications for licensure by examination and to notify the Idaho Board of Social Work Examiners if the timeline changes on the Council of Social Work Education (CSWE) website. It was seconded by Mr. Walton. Motion carried.

NEW BUSINESS

EXECUTIVE SESSION

Dr. Downey 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 Ms. Keeley. The vote was: Ms. Dickman, aye; Ms. Keeley, aye; Dr. Cloonan, aye; Dr. Downey, aye; and Mr. Walton, aye. Motion carried.

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

Dr. Downey made a motion to table applicant # 901150246, until additional information has been received. It was seconded by Mr. Walton. Motion carried.

APPLICATION REVISIONS

The Board reviewed a draft of the clinical social work supervision plan application and made some suggestions. Ms. Dickman and Mr. Walton will work with Bureau staff to make changes and the whole Board will review the changes at the next Board meeting.

The next meeting is scheduled for July 25, 2017 at 9:00 AM, MST

The Board reviewed and approved the Association of Social Work Boards (ASWB) Exam letter. Ms. Keeley made a motion to change the letter to state 12 months. It was seconded by Dr. Downey. Motion carried.

FREQUENTLY ASKED QUESTIONS

The Board reviewed a draft of frequently asked questions (FAQs), and made some suggestions. Dr. Downey made a motion to approve and post the FAQs. It was seconded by Dr. Cloonan. Motion carried.

The Board discussed the meeting with Health and Welfare that Mr. Payne and Ms. L'Abbé attended and the possibility of additional meetings. The Board reviewed the letter Mr. Payne drafted for Health and Welfare. Mr. Walton made a motion to ratify the letter sent out and approve it as amended to be sent to applicants. It was seconded by Dr. Downey. Motion carried.

CORRESPONDENCE

The Board reviewed correspondence from Shasta Hardee regarding comprehensive diagnostic assessment. Ms. Keeley made a motion to draft a response to Ms. Hardee to include if a licensee is currently under Board approved clinical supervision, you may complete comprehensive diagnostic assessments. It was seconded by Dr. Downey. Motion carried.

The Board reviewed correspondence from Jenny Doty regarding dual relationships. Dr. Cloonan made a motion to request Mr. Ellsworth and Ms. L'Abbé draft a letter to Ms. Doty suggesting she contact a private attorney. It was seconded by Ms. Keeley. Motion carried.

Ms. Tueller addressed the Board regarding group supervision. The Board discussed group supervision and reviewed Rule 210.01.ii with Ms. Tueller.

EXECUTIVE SESSION

Ms. Keeley 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 Mr. Walton. The vote was: Ms. Dickman, aye; Ms. Keeley, aye; Dr. Cloonan, aye; Dr. Downey, aye; and Mr. Walton, aye. Motion carried.

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

Ms. Keeley made a motion to go into executive session. It was seconded by Mr. Walton. The vote was: Ms. Dickman, aye; Ms. Keeley, aye; Dr. Cloonan, aye; Dr. Downey, aye; and Mr. Walton, aye. Motion carried.

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

Ms. Keeley made a motion to approve April Calhoun to sit for the exam. It was seconded by Dr. Downey. Motion carried.

The Board reviewed correspondence from Travis Emerizy regarding clarification on direct and indirect supervision hours. Mr. Walton made a motion for Bureau staff to draft a letter to Mr. Emerizy noting that direct hours are those spent directly with the client, and to refer him to IDAPA Rules 201.03, 201.04, 210.02, and 210.03. It was seconded by Dr. Downey. Motion carried.

Dr. Cloonan gave a brief update regarding ASWB Mobility and will report again at the next Board meeting.

The Board discussed attendance at the ASWB conference and determined who would attend each session.

ONLINE AGENDA DEMONSTRATION

Bureau staff gave a brief demonstration regarding the secure website.

EXECUTIVE SESSION

Dr. Downey 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. Cloonan. The

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

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

Dr. Cloonan 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 Ms. Keeley. The vote was: Ms. Dickman, aye; Ms. Keeley, aye; Dr. Cloonan, aye; Dr. Downey, aye; and Mr. Walton, aye. Motion carried.

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

APPLICATIONS

Mr. Walton made a motion to approve the 50 supervision hours with primary supervisor, effective February 1, 2017 for applicant # 901138904. It was seconded by Dr. Cloonan. Motion carried.

Dr. Downey made a motion to table applicant # 901148494 for additional information. It was seconded by Dr. Cloonan. Motion carried.

Dr. Cloonan made a motion to table applicant # 901052794 for additional information. It was seconded by Dr. Downey. Motion carried.

Dr. Downey made a motion to allow supervision plan for applicant # 901145254. It was seconded by Dr. Cloonan. Motion carried.

Dr. Downey made a motion to allow supervision application for applicant # 901073983. It was seconded by Dr. Cloonan. Motion carried.

Ms. Keeley made a motion to extend the application by examination for applicant # 901113570. It was seconded by Dr. Cloonan. Motion carried.

Ms. Keeley made a motion to contact applicant # 901145254 and approve supervision as of February 1, 2017. It was seconded by Dr. Cloonan. Motion carried.

NEXT MEETING was scheduled for July 25, 2017 at 9:00 AM, MST

ADJOURNMENT

Dr. Downey made a motion to adjourn the meeting at 4:55 PM, MST. It was seconded by Dr. Cloonan. Motion carried.

Virginia K Dickman, Chair

Kristopher L Walton

Dr. Eleanor P Downey

Dr. Joan M Cloonan

Lynnet R Keeley

Robert Payne - Absent

Tana Cory, Bureau Chief