

MINUTES

**UTAH
SOCIAL WORK BOARD
MEETING**

October 2 2008

**Room 475 – 4th Floor – 9:00 A.M.
Heber Wells Building
Salt Lake City, UT 84111**

CONVENED: 9:04 A.M.

ADJOURNED: 3:03 P.M.

**Bureau Manager:
Board Secretary:
Board Members Present:**

Rich Oborn
Lee Avery

Tammer M. Attallah, Chairperson
Dennis R. Frandsen
Jean V. McAfee
Patsy Smith
Andrew Johnston
Vacant Position

Board Members Absent:

Mark de St. Aubin

Guests:

Carlos Montoya
Vernon C. Utley
Morie Bell

DOPL Staff Present:

F. David Stanley, Division Director
Wayne Holman, Chief Investigator and Licensing
Manager
Ronda Trujillo, Compliance Specialist
Kent Barnes, Compliance Manager

TOPICS FOR DISCUSSION

DECISIONS AND RECOMMENDATIONS

**ADMINISTRATIVE BUSINESS:
MINUTES:**

The minutes for September 4, 2008 were reviewed. Mr. Frandsen motioned to approve the minutes with changes, seconded by Ms. McAfee. The motion carried unanimously.

COMPLIANCE REPORT:
Ronda Trujillo, Compliance Specialist

#1. Barbara Snow is in compliance with her

stipulation. The Division received two letters from Barbara Belnap. One of the letters includes information about Ms. Snow's release forms for her clients and one letter requested flexibility with her supervision. The Division is missing her supervisor report from July 20 through August 20; however, there may have been some confusion because her meetings were moved to quarterly, she thought this meant reports were due quarterly as well.

#2. William Green is in compliance with his stipulation. The Division received his supervisor report from Will Dredge. The Board needs to know if he has a new therapist. He turned in proof of "Ethics in Action" for six (6) continuing education hours. The Board needs to know how he is doing on the remaining four (4) hours.

#3. Kami Black is in compliance with her stipulation. The Division received her supervisor report and letters from Ms. Black and James Smith, her supervisor, requesting early termination.

Discussion:

The Board briefly talked about terminating her probation early.

#4. K. Edward Huntsman is not in compliance with his stipulation. The Division has not received his therapist report for August 20 and September 20 or his twelve (12) step support. He has registered with CVI. He is scheduled to call CVI starting October 1, 2008.

Discussion:

The Board expressed concern that Mr. Huntsman has not been in compliance with his stipulation for the last three months. The Board noted that he has not relapsed. His non compliance and failure in submitting the appropriate paperwork in a timely manner has continued. The Board decided it would invite him to the next Board meeting and remind him of the requirements in the stipulation he signed. At that time the Board will take more action against his license if deemed necessary.

#5. Garison Jeppesen is in compliance with his stipulation. The Division has received his employer and supervisor reports. His employer and supervisor are the same person. His psychological evaluation was received. Mr. Jeppesen has two (2) essays due February 2009.

#6. Fred Carlson is a new probationer. His charges are Medicare Fraud, fraudulent billing and documentation of client sessions.

#7. David Wilkes is a new probationer. His charges are dual relationships, failure to maintain sufficient records, and acting as a contractor for a client without the proper contractor license.

APPOINTMENTS:

Ms. Barbara Snow, Probation Interview

Ms. Snow presented herself to the Board. Mr. Attallah conducted the interview. The Division received the therapy report from Dr. Gant. Ms. Snow stated she met weekly with Dr. Gant during the assessment phase and now meets with him monthly. The Board talked with Ms. Snow about the flexibility Ms. Belnap requested in her report. Mr. Johnston motioned to amend Ms. Snow's stipulation to read that supervision is required for four (4) hours monthly, seconded by Ms. Smith. The motion carried unanimously. After a brief discussion, the Board advised Ms. Snow that her meetings with the Board had been moved to quarterly. Her supervisor reports are due by the 20th of the month before she meets with the Board. One report can summarize three (3) months of therapy. The Board asked to see Ms. Snow on January 8, 2009. **Ms. Snow is in compliance with her stipulation.**

Mr. William Green, Probation Interview

Mr. Green presented himself to the Board. Mr. Frandsen conducted the interview. Mr. Green advised the Board he has established his therapist, Paul Peterson, LCSW. He has another appointment with Mr. Peterson a week from Tuesday. He has seen his supervisor, Mr. Dredge twice this month. He is narrowing down where he will be opening his office.

He has a client scheduled for October 15, 2008. He does not charge for the first visit and will determine at that time if he needs to refer her to another therapist. Mr. Green stated his office will be an open office and that he will keep his blinds open. He has been doing a lot of reading about social work practice. Mr. Green stated he completed more continuing education hours and will fax a copy of the certificate to Ms. Trujillo. The Board reminded Mr. Green he needs to complete four (4) more hours of continuing education by January 2009. The Board asked Mr. Green to obtain a vitae from Mr. Peterson. The Board will need this to approve him as Mr. Green's therapist. The Board asked to see Mr. Green November 6, 2008. **Mr. Green is in compliance with his stipulation.**

Ms. Kami Black, New Probation Interview

Ms. Black presented herself to the Board. Ms. McAfee conducted the interview. Ms. Black stated things were going well, that she has been working hard, and that she is keeping very busy. Ms. Black stated the presentation she gave at her employment went okay. Ms. McAfee reviewed the letters from her supervisor and employer. Ms. Black asked to be released early from her probation with the Board. After a brief discussion, Mr. Frandsen motioned to release Ms. Black from probation with the Board, seconded by Mr. Johnston. The motion carried unanimously.

Mr. K. Edward Huntsman, Probation Interview

Mr. Huntsman just contacted the Division and stated that he is unable to keep his appointment with the Board. Mr. Huntsman stated he sent an e-mail to Mr. Oborn with details. Mr. Oborn reviewed the e-mail he just received from Mr. Huntsman. Mr. Huntsman is requesting his license be placed on hold until he can complete some personal business. The Board discussed concerns regarding Mr. Huntsman and requested Ms. Trujillo to send him a letter of non-compliance. The Board asked Ms. Trujillo to advise him if he fails to keep his next appointment with the Board, the Board may recommend the Division schedule an Order to Show Cause hearing.

Mr. Grant Tolley, Request for Additional Supervisees.

Mr. Tolley presented himself to the Board. The Board introduced itself. The Board reviewed Mr. Tolley's letter requesting that he be allowed to supervise additional supervisees. Mr. Tolley stated that he does not have a caseload. His job is to provide training and supervision for the workers in his unit. After talking with Mr. Tolley in detail, Ms Smith motioned to allow Mr. Tolley to supervise seven (7) supervisees for six (6) months, then drop to five (5) supervisees and to advise the Board if there is a change in his workload, seconded by Mr. Frandsen. The motion carried unanimously.

Mr. Garison Jeppesen, Probation Interview

Mr. Jeppesen failed to keep his appointment with the Board. The Board meeting closed at 11:19 A.M. to discuss the psychological evaluation on Mr. Jeppesen. There will be no recording or written notes. The meeting opened up at 11:25 A.M.

Mr. Fred Carlson, New Probation Interview

Mr. Carlson presented himself to the Board. Mr. Johnston conducted the interview. Mr. Carlson reviewed the reasons why his Certified Social Worker license is on probation. Mr. Carlson stated there were many changes in the agency where he worked and he had difficulty adjusting to them. He did not make notes in the client's charts at the time specified by the facility administrators. The Board reviewed Mr. Carlson's stipulation focusing on Mr. Carlson submitting his supervisor's resume for pre-approval, supervisor reports, pre-approval for additional continuing education classes with an emphasis on ethics, and a three (3) page essay regarding the ethics course. The Board advised Mr. Carlson that his supervisor will need to review Mr. Carlson's stipulation and submit a letter stating he/or she has read it. His supervisor will also need to review twenty percent (20%) of his client's charts. The Board requested that Mr. Carlson bring a plan for his probation to his next appointment with the Board. The Board encouraged Mr. Carlson to review his stipulation on his own to ensure he is in compliance. Mr. Frandsen motioned to accept the continuing education submitted by Mr. Carlson, seconded by Ms. Smith. The motion carried unanimously. The Board

asked to see Mr. Carlson on November 6, 2008. **Mr. Carlson is in compliance with his stipulation and order.**

Mr. David Wilkes, New Probation Interview

Mr. Wilkes presented himself to the Board. The Board introduced itself. Ms. Smith conducted the interview. Mr. Wilkes reviewed the reasons why his Licensed Clinical Social Worker License is on probation. Mr. Wilkes stated that he had developed some health issues and had been cutting back on the number of new clients he was accepting. In 2003, he stopped taking new clients. Mr. Wilkes stated he entered into a dual relationship with a client and allowed this client to work on his vehicle. Then with another person they worked as construction contractors. Mr. Wilkes stated he is now working for his brother at Beacon Family Mental Health. Mr. Wilkes stated his position is administrative. Mr. Wilkes stated that because of his health issues he will not clinically supervise anyone. He will co-facilitate group therapy on a limited basis. The Board expressed concerns regarding Mr. Wilkes' brother doing the employer evaluations and requested that Mr. Wilkes have one of the other owners write the evaluations. The Board requested that Mr. Wilkes submit a plan for his probation to include the names of his evaluators and continuing education for pre-approval at his next meeting with the Board. The supervisor will need to submit a resume for the Board's approval. The Board advised Mr. Wilkes he will also need to have his Psychologist submit a resume for pre-approval. The Board asked to see Mr. Wilkes November 6, 2008. **Mr. Wilkes is in compliance with his stipulation and order.**

Mr. David Young, Application Review

Mr. Young presented himself to the Board. The Board introduced itself. The Board talked with Mr. Young in detail and reviewed his application, education, and course descriptions. The Board noted that his bachelors degree is a major in Behavior Science. The Board stated that Mr. Young's education appears to be a blend of upper level classes. Mr. Young stated he has completed two thousand (2,000) hours of supervision. Ms. Smith motioned to approve Mr.

Young's request for the third (3rd) tier Social Service Worker license, noting this is approved on the emphasis and elements specifically related to Mr. Young's application, not related to the degree type, seconded by Ms. McAfee. The motion carried unanimously. The Board stated that each applicant for licensure would carry the burden of reviewing the requirements in the Practice Act and Rules.

Mr. David Novak, Reinstatement of Probation License

Mr. Oborn briefly reviewed the surrendering of Mr. Novak's Licensed Clinical Social Worker (LCSW) license with the Board. Mr. Oborn stated that as a condition of the agreement, Mr. Novak could not reapply for five (5) years; however, he has waited eight (8) years. Mr. Oborn advised the Board that even though the charges have been expunged, the Board could still consider them because they were part of the surrender agreement with the Division. Mr. Novak presented himself to the Board. Mr. Novak briefly reviewed his criminal history with the Board. The Board meeting closed at 1:43 P.M. to discuss the character, professional competence and mental health of Mr. Novak. There were no recordings or written minutes during the closed portion of the meeting. The Board meeting opened at 2:39 P.M. The Board encouraged Mr. Novak to do the following to be considered for reinstatement of his license:

- #1. Obtain a current psychosexual evaluation by a psychologist approved by the Division;
- #2. Obtain letters from several references; and
- #3. Complete continuing education with emphasis on boundaries and dual relationships; and
- #4. A letter from his supervisor supporting reinstatement of his LCSW license.

The Board did not agree to issue Mr. Novak a license if items one through four are completed. Rather, the Board informed Mr. Novak that completing the items would better prepare the Board and Division to determine whether Mr. Novak should be licensed.

Ms. Kerry Finnan, Application Review

Ms. Finnan presented herself to the Board. The Board introduced itself. Mr. Attallah conducted the interview. The Board compared Ms. Finnan's

application, education and course descriptions to the current Social Work Practice Act Rules. Ms. Finnan stated she obtained her Bachelors of Science degree in 2002. The Board noted that Ms. Finnan obtained some additional counseling courses and completed two thousand (2,000) hours of supervised experience. Mr. Frandsen motioned to accept Ms. Finnan's bachelors degree for licensure, noting she will qualify under the third (3rd) tier of the practice act rule requirements, seconded by Ms. McAfee. The motion carried unanimously. The Board advised Ms. Finnan that her approval is based on coursework specific to her application.

Update – Mr. Oborn

Mr. John Todd Morton, Certified Social Worker. Mr. Oborn advised the Board that Mr. Morton's license has expired. If Mr. Morton decides to reinstate his license, he will need to meet with the Board.

Ms. Megan Health, Certified Social Worker. Mr. Oborn advised the Board that the Division is still working out the indefinite suspension agreement with Ms. Heath.

Ms. Kristi Robles, Certified Social Worker. Mr. Oborn stated that Ms. Robles has agreed to sign a disciplinary surrender of license agreement.

DISCUSSION ITEMS:

Update on potential changes to Social Worker Practice Act

Mr. Oborn advised the Board that the National Association of Social Work, (NASW), Utah Chapter advised him they are moving forward in presenting statute changes to the Utah State Legislature. Mr. Oborn stated he encouraged them to request an appointment to meet with the Board in November.

National Association of Social Work Boards (NASWB) Training – Mr. Oborn advised the Board that Mr. Johnston will attend the next training convention sponsored by the ASWB.

APPLICATIONS: None at this time

NEXT SCHEDULED MEETING: November 6, 2008
December 4, 2008

2009 Board Meetings Tentatively Scheduled

January 8, February 5, March 5, April 2, May 7, June 4, July 2,
August 6, September 3, October 1, November 5, December 3.

ADJOURN: Motion to adjourn at 3:03 P.M.

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

November 6, 2008
Date Approved

(ss) Tammer Attallah
Tammer Attallah, Chairperson, Utah Social Work
Licensing Board

October 16, 2008
Date Approved

(ss) Richard Oborn
Richard Oborn, Bureau Manager, Division of
Occupational & Professional Licensing