

## MINUTES

### UTAH SOCIAL WORKER LICENSING BOARD MEETING

January 7, 2010

Room 474, 4<sup>th</sup> Floor – 9:00 A.M.  
Heber M. Wells Building  
Salt Lake City, UT 84111

**CONVENED:** 9:07 A.M.

**ADJOURNED:** 1:10 P.M.

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

Richard J. Oborn  
Lee Avery

Tammer M. Attallah, Chairperson  
Mark de St. Aubin  
Jean V. McAfee  
Dennis R. Frandsen  
Tanya Nagahiro  
Kathy Searle  
Evan C. Coats

**DOPL Staff Present:**

Ronda Trujillo, Compliance Specialist  
Kent Barnes, Compliance Manager

**Guests Present:**

Emily Bleyl, NASW  
Elise Hutchings, NASW  
Nancy Paulsen

#### TOPICS FOR DISCUSSION

#### DECISIONS AND RECOMMENDATIONS

##### **ADMINISTRATIVE BUSINESS:**

##### **MINUTES:**

The Board reviewed the minutes dated December 3, 2009. Mr. de St. Aubin motioned to approve the minutes, seconded by Ms. McAfee. The motion carried unanimously.

##### **COMPLIANCE REPORT:**

Ronda Trujillo, Compliance Specialist

##### **Update:**

Ms. Brenda Welch submitted a request for approval to count the journal article "Boundary Issues in Social Work: Managing Dual Relationships" for 6 hours of her continuing education. The Board wants Ms. Welch to share her essay regarding the journal article with them at the March 4, 2010 Board meeting.

**Discussion:**

The Board discussed Ms. Welch's proposal regarding her obtaining 6 hours of continuing education for reading and writing a 500 word essay regarding a journal article. Ms. McAfee motioned to accept Ms. Welch's proposal with the 500 word essay to be presented to the Board on March 4, 2010 as discussed at the December Board meeting, seconded by Mr. de St. Aubin. The motion carried unanimously.

#1. Mr. Frederick Carlson is not in compliance with his stipulation. Mr. Carlson was late in submitting monthly employer report from Michelle Peterson. When the report was received, it noted an unsatisfactory performance. The report did not give any details. The Division received supervisor reports from Ms. Becky Porter. Mr. Carlson submitted a note on 10/20/09 stating that he decided to not pursue supervision for adoption evaluation work right now.

**Discussion:**

The Board reviewed additional information submitted by Ms. Peterson regarding the unsatisfactory performance notation. Mr. Carlson was late coming back from break and failed to advise his supervisor. The Board noted that Mr. Carlson's stipulation states his reports must be favorable or the Board may deem him out of compliance.

#2. Ms. Barbara Snow is in compliance with her stipulation. She submitted a letter requesting early termination. The Board received a letter from her supervisor, Ms. Belnap, supporting early termination. Ms. Snow has met all conditions of her Stipulation.

**Discussion:**

The Board noted that Ms. Snow has been in compliance with the Board since her probation began. The Board reviewed the letters submitted. The Board noted that this request is one month shy of her completing two years of a four year probation. The Board noted that Ms. Snow has received a very high level of supervision during her probation. The Board discussed allowing the Division to release Ms. Snow from probation on February 19, 2010 as long as there are no additional complaints filed against Ms. Snow.

#3. Ms. Jacqueline Allred is in compliance with her stipulation. The Division received her supervisor report from Glen Lambert. He was approved as her new supervisor at the December 3, 2009 Board meeting.

**Discussion:**

The Board reviewed the letter submitted by Mr. Lambert.

#4. Ms. Yvette Melby is a new probationer. She has signed up with CVI for drug/alcohol testing and is calling daily. She is employed at The Road Home. Her first therapy report and attendance card from Narcotics Anonymous (NA) are due January 20, 2010.

**Discussion:**

She successfully completed treatment and paid all court fines. She is doing therapy once a month and attending NA meetings two times a week. The Board will need to approve her supervisor.

#5. Ms. Dorothy Imperiale is a new probationer. Ms. Imperiale is out of town and will not be meeting with the Board.

Preliminary review of discussion items:

Mr. Oborn reviewed the discussion items with the Board.

**APPOINTMENTS:**

Mr. Frederick Carlson, probation interview

Mr. Carlson met with the Board for his probation interview. Mr. Frandsen conducted the interview. Mr. Carlson advised the Board that he was disciplined by his employer because he was late returning to work after a lunch break. His supervisor advised him that this is unacceptable and she wrote him up. Mr. Carlson stated that he has taken steps to keep this from happening again. He has a list of contact numbers for his supervisor and work associates. The Board advised Mr. Carlson that his stipulation notes that if he is not receiving satisfactory reports then the Board may consider him out of compliance with his stipulation. Mr. Carlson stated that things are back on track with his employer, Ms. Peterson. He turns to his

supervisor, Ms. Becky Porter, and family for support. The Board asked to see Mr. Carlson on April 1, 2010. **Mr. Carlson is not in compliance with his stipulation.**

Ms. Barbara Snow, probation interview

Ms. Snow met with the Board for her probation interview. Mr. de St. Aubin conducted the interview. The new Board members introduced themselves. Ms. Snow stated that things are going well. There have been no changes in her employment or supervisor. The Board noted that her supervisor report is very positive. Ms. Snow was advised that precedent is to not consider early release from probation until completion of at least half of the probation. The Board noted that Ms. Snow will have completed half of her probation term on February 19, 2010. The Board noted that Ms. Snow's high level of supervision, taking ownership of her violations, remedying these violations, and staying in compliance with her stipulation has led them to seriously consider her request. After further discussion, Ms. McAfee motioned to accept the documentation received from Ms. Belnap and Ms. Snow supporting early termination of Ms. Snow's probation effective February 19, 2010, contingent upon no complaints and she remains in compliance with her stipulation, seconded by Mr. Frandsen. The motion carried unanimously.

Ms. Jacqueline Allred, probation interview

Ms. Allred met with the Board for her probation interview. Ms. Nagahiro conducted the interview. The new Board members introduced themselves. Ms. Searle noted that she attended school with Ms. Allred. Ms. Allred stated that she is still employed at Odyssey House and she has a new supervisor. Ms. Allred stated that she completed her written essay; however, she forgot to bring it with her. The Board asked Ms. Allred to fax her essay to Ms. Trujillo. Ms. Allred stated that she enjoys the program at Odyssey House. The Board asked to see Ms. Allred on April 1, 2010. **Ms. Allred is in compliance with her stipulation.**

Mr. Yvette Melby, new probation interview

Ms Melby met with the Board for her probation interview. Ms. McAfee conducted the interview. The Board introduced itself to Ms. Melby. Ms. Melby advised the Board that her license was placed on

probation because she is in recovery and she has a criminal record. Ms. Melby stated that she signed up with Compass Vision Inc. (CVI) for drug screens. She reviewed her stipulation and practice plan with the Board. Ms. Melby stated that Leslie Russell is the Human Resource representative at The Road Home. The Board reviewed Mr. John Selfridge's resume and asked Ms. Melby to clarify how many supervisees he is currently supervising. Mr. Attallah motioned to approve Mr. John Selfridge as Ms. Melby's supervisor pending information indicating he does not have more than three (3) supervisees, including Ms. Melby, seconded by Mr. Frandsen. The motion carried unanimously. Ms. Melby stated that currently she has three (3) clients with whom she meets for one hour per week. She expects her client base to increase. The Board advised Ms. Melby that her reports are due by the 20<sup>th</sup> of the month. She needs to have her supervisor address topics appearing in the order in his supervisor reports. Ms. Melby requested that she not be required to meet with the Board in March as she will be out of the country March 2<sup>nd</sup> through March 10<sup>th</sup>. The Board stated this would be okay. Ms. Melby stated that she would also be out of the state January 23<sup>rd</sup> through 26<sup>th</sup>. The Board reminded Ms. Melby that her continuing education hours need pre-approval by the Board. She may submit her recommendations to Mr. Oborn. Mr. Coates motioned to close the Board meeting at 11:24 A.M. to discuss the professional character or mental health of an individual, seconded by Ms. McAfee. The motion carried unanimously. There are no written notes or recordings taken during this time. The Board meeting opened at 11:47 A.M. The Board reminded Ms. Melby the Board will need to approve her therapist. She will need to submit license information regarding Ms. Diane Thomas. Ms. Melby stated that she is currently attending two (2) support group meetings a month and that her family has been a source of support. The Board asked to see Ms. Melby on February 4, 2010. **Ms. Melby is in compliance with her stipulation.**

#### **DISCUSSION ITEMS:**

CSW hiring of own LCSW supervisor

Ms. Nancy Paulsen met with the Board. Mr. Oborn reviewed the statues regarding a supervisee having

control over their own supervisor. Mr. Oborn noted that an owner of an agency who wants to go through school cannot gather their hours at their own agency. They cannot have authority over their supervisor. The Division feels this would be a conflict of interest. Ms. Paulsen stated that her current supervisor is a LCSW and is reluctant to sign off on her hours. Ms. Poulsen stated that she is just shy of 1,000 face to face hours. The Board talked with Ms. Poulsen in detail. Mr. Oborn recommended that Ms. Poulsen have her supervisor contact him.

**Not on the Agenda:**

The Board briefly discussed defining the Social Worker Practice Methods course requirement in the Social Worker Licensing Act Rule. The Board discussed the need to communicate to all schools regarding the definition once the change is made.

Potential changes to definition of unprofessional conduct in Social Worker Licensing Act Rule

Mr. Oborn reviewed the conflicts between definitions of unprofessional conduct in the Mental Health Professional Practice Act Rule and the Social Worker Licensing Act Rule. After a detailed discussion, Mr. Oborn stated he would develop language for the Board's consideration.

Update regarding potential amendments to the Social Worker Licensing Act

Mr. Oborn updated the Board regarding potential changes to the Social Worker Licensing Act that may come under a bill expected to be considered by legislators during the upcoming legislative session. The bill will likely include changes to requirements for a SSW license, requirements for preapproval to take the ASWB examination, to the definition of the SSW scope of practice, and to requirements for license by endorsement

Update regarding transition to pre-approval for ASWB exams

The Board reviewed the options for implementation of an ASWB exam pre-approval system. The preferred option would be to change the statute to authorize the Division to set requirements in rule for exam pre-approval. The preferred option would allow students to take the exam during their final semester of a MSW program. This change would be highly advantageous to students who want to get working as soon as possible. If legislation passes, the Division hopes to implement an exam pre-approval system by July 2010.

Licensing statistics

Mr. Oborn reviewed the following licensing statistics with the Board:

2,676 - LCSW

2,332 – SSW

953 – CSW

12 – CSWI

Mr. Oborn stated that the Division staff is developing a list of frequently asked questions. These will be posted on the Division website.

**Update not on the agenda:**

Mr. Oborn advised the Board that Ms. Paula Claymore has completed the course at the University of Utah and has been issued her Social Service Worker license.

Mr. Oborn advised the Board that the ASWB membership fee of \$1,500.00 has been paid for 2010.

**CORRESPONDENCE:**

ASWB letter regarding upcoming research projects

Mr. Oborn reviewed a letter from ASWB notifying the state Boards of the different research projects ASWB is currently working on. Currently, they are researching how disciplinary action is handled in different licensing agencies.

**NEXT SCHEDULED MEETING:**

February 4, 2010

2010 Board Meetings Tentatively Scheduled

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

**ADJOURN:**

Motion to adjourn at 1:10 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.*

February 4, 2010

Date Approved

(ss)Tammer Attallah

Chairperson, Utah Social Worker Licensing Board

February 4, 2010

Date Approved

(ss) Richard J. Oborn

Bureau Manager, Division of Occupational & Professional Licensing