

Open Session Meeting Minutes
BOARD OF SOCIAL WORK EXAMINERS

November 14, 2011
5th Floor Board Room
Lucas State Office Building
Des Moines, Iowa

Call to Order:

David Stout called the meeting to order at 9:00 am

Roll Call:

David Stout
Neil Nelsen
Dana McCarthy
Krista Lindholm
Katinka Keith
Beth Harms

Staff Present: Sara Scott, AAG, Tony Alden, Board Executive, Barb Huey, Bureau Chief, Barb Christiansen, Administrative Assistant.

Public Present: Kelli Soyer, NASW, and Kim Gamm

Hearings: Scheduled for 11:00am

Approval of Minutes:

A motion was made to approve the following meeting minutes: August 8, 2011, September 6, 2011, and October 12, 2011. MSC: Keith/ Harms Unanimous.

Reports:

Chair: None

Administrator: Tony attended the Association of Social Work Boards (ASWB) annual meeting in Oklahoma City, OK. The spring meeting of ASWB will be held in Lexington, Kentucky and the theme will be technology and how it relates to social work practice. The Impaired Practitioner program is looking for a board member to serve as a licensed practitioner on the board. Impaired Practitioner Review Committee is specifically seeking an individual with a background in substance abuse and addiction treatment. The last person to hold this position was a social worker.

The Board previously adopted rule changes striking the requirement that the Board use Roberts Rules of Order. This has been adopted by all 19 boards and has gone into effect.

AAG: Sara Scott - Introduced herself to the new board members.

Bureau Chief: Barb Huey – Introduced herself to the new members and welcomed them to the board.

Kelli Soyer – National Association of Social Workers. The Association is holding meetings in several cities regarding goals of supervision.

Administrative Rules:

ARC 9596B 283.2(11) Changing language to “conviction of a crime” striking conviction of a “felony”. All 19 boards are adopting this change. There were no public comments. This change will include the addition of deferred judgment language. Motion was made to adopt the changes. MSC: Keith/Harms Unanimous.

ARC 9750B 280.9 (1) Striking from the language, The board shall send a renewal notice by regular mail to each licensee at the address on records at least 60 days prior to the expiration of the license. Hearing was held on October 17, 2011 for the public to submit comments. The Board received comments from seven individuals and one organization. Five of the individuals were against the proposal. Two individuals submitted comments that were not clearly for or against, but expressed concern over how this would affect licensees. Kelli Soyer on behalf of the Iowa chapter of NASW submitted comments against the proposed rule change as written. The Board discussed the rule change. Staff reported that this is the only board that has not adopted this change. Chapter 147 of the Iowa Code no longer requires a mailed renewal requirement. This change will bring the rules in line with the law. There is no statutory requirement for a renewal notice to be mailed. Staff reiterated that the Bureau has every intention of continuing with renewal reminders via mail until a system for sending reminders electronically is created. Katinka Keith reiterated for Board member Mark Hudson who was not in attendance, that he feels strongly that it is a board responsibility to make sure renewal reminders are sent by the Board as a common courtesy to licensees.

Motion was made to adopt this administrative rule change. MSC: Lindholm/McCarthy Unanimous.

Chapter 280 – Licensure of Social Workers and changes to Chapter 281 Continuing Education for Social Workers. After discussion the Board gave consensus to notice the following rule changes

Item 1: Amend subrule 645-280.6(1) as follows:

(2) Supervision by electronic means is acceptable if:

- a. the system utilized is an interactive, real-time, system that provides for visual and audio interaction between the licensee and the supervisor and
- b. the first two meetings are face to face and in-person.

(2) (3) Group supervision obtained using the following criteria:

Item 2: Amend subrule 645-280.6(3) as follows:

b. Have a minimum of ~~2,000~~ 4,000 hours of practice earned over a period of ~~two~~ three years of practice beyond receipt of a license to practice independent social work in Iowa or the equivalent license from another state. This requirement shall apply to all supervised professional practices that commence on or after July 1, 2013.

c. Complete at least 6 hours of training in social work practice supervision or one social work master's level course in supervision. This requirement shall apply to all supervised professional practices that commence on or after July 1, 2013.

e. d. Establish and maintain a plan throughout the supervisory period. Such a plan must be kept by the supervisor for a period of two years and must be submitted to the board upon its request for audit within 30 days from receipt of the request. The plan for supervision shall include:

(1) The name, license number, date of licensure, address, and telephone number, and email address (when available) of supervisor;

(2) The name, license number, address, and telephone number, and email address (when available) of supervisee;

(3) The agency, institution, or organization where the experience will be received;

(4) The nature, duration, and frequency of supervision, including the:

Number of hours of supervision per week

Supervisor/supervisee's face to face meetings schedule

Group supervision shall not exceed 60 hours

Methodology for transmission of case information

~~3~~ (5) The beginning date of supervised professional practice under supervision and estimated date of completion;

(4) ~~A plan for direct supervision hours, including frequency of supervisor/supervisee's face to face meetings;~~

(5) ~~A plan for any group supervision;~~

(6) ~~The goals and objectives for the clinical supervised professional practice; and~~

(7) ~~The signatures of the supervisor and supervisee, and the dates of signatures.~~

(8) A plan for supervision must be filed with the Board prior to the start of supervised practice.

The Board shall complete review of the plan and provide a decision on the plan no more than 45 days after receipt of the plan, unless additional information is requested. This requirement shall apply to all supervised professional practice that commence on or after July 1, 2013.

Reletter 280.6(3)"d", "e", "f", and "g" as 280.6(3)"e", "f", "g" and "h".

i. A supervisee shall submit in writing any change in supervisors within 10 days of the occurrence. The new supervisor shall submit within thirty days a revised supervision plan for board approval.

Item 3: Amend subrule 645-281.2 as follows:

281.2(3) Requirement of supervisors. Persons serving in a supervisory role, for licensure at the independent level, must complete 3 hours of continuing education in supervision.

Renumber 281.2(3)(4)(5) and (6) as 281.2(4)(5)(6) and (7)

281.2(8) This requirement of 3 hours of continuing education in supervision shall apply to all licensees providing supervision on or after July 1, 2013.

Item 4: Amend subrule 645-280.14 as follows:

(3) Verification of ~~taking and~~ passing the ASWB examination within the last five years at the appropriate or a higher level as follows:

Item 5: Amend subrule 645-280.7 as follows:

5. Provides official copies of the appropriate, or higher level examination score sent directly from the ASWB; and

Board went into recess at 10:45 a.m. to prepare for the hearing.

Hearing:

Maggie LaMarche, Administrative Law Judge was present and gave members an overview of the Hearing process. The hearing was called to order at 11:12 a.m. Board went into closed session at 11:37a.m. for deliberations and returned to open session at 11:55 a.m. The Board instructed Administrative Law Judge LaMarche to prepare orders as discussed in closed session. The Board resumed the regular Board meeting.

Old Business: None

New Business:

Kim Gamm – Application for Reinstatement

The Board directed staff to correspond with Ms. Gamm regarding her application for reinstatement.

Petition for Waiver

Robbie LeMaster

A waiver was submitted requesting the Board waive the requirement that a licensee retake the Bachelors level ASWB exam to reactivate. Ms. LeMaster has passed the Master's level exam. A motion was made to approve the waiver. MSC: Stout/Lindholm Unanimous.

Janice Skipper

A waiver was submitted requesting the Board waive the requirement that a licensee pass the Bachelors level exam when applying for a Bachelor's level license. Ms. Skipper has passed the Master's level exam. A motion was made to approve the waiver. MSC: Harms/Keith Unanimous.

Complaints

In accordance with Iowa Code 21.5(1) a. and d. and by unanimous roll call vote, the Board went into closed session to discuss complaints at approximately 11:51 a.m. MSC Keith/McCarthy

The Board returned to open session at approximately 1:38 p.m. and took the following actions:

A motion was made to close case 08-028. MSC: Keith/Harms Unanimous.

A motion was made to accept the combined statement of charges and settlement agreement as presented for case 11-014. MSC: Nelson/Harms Unanimous.

A motion was made to close case 11-024. MSC: Keith/Lindholm Unanimous.

A motion was made to accept the combined statement of charges and settlement agreement as presented for case 11-026. MSC: McCarthy/Nelson Unanimous.

A motion was made to close case 11-035. MSC: Keith/Harms Unanimous.

Adjournment

A motion was made to adjourn the meeting at 1:40pm. MSC Harms/Lindhom Unanimous.

These minutes were approved by the Board on February 13, 2012.