

**THE VIRGINIA BOARD OF SOCIAL WORK
MINUTES
Friday, October 30, 2015**

The Virginia Board of Social Work ("Board") meeting convened at 9:41 a.m. on Friday, October 30, 2015 at the Department of Health Professions, 9960 Mayland Drive, Richmond, Virginia. Yvonne Haynes, Vice-Chair called the meeting to order.

BOARD MEMBERS PRESENT: Angelia Allen
Jamie Clancey, L.C.S.W.
Maria Eugenia del Villar, L.C.S.W.
Yvonne Haynes, L.C.S.W.
Dolores Paulson, L.C.S.W., Ph.D.
John Salay, L.C.S.W.
Joseph Walsh, L.C.S.W., Ph.D.

BOARD MEMBERS ABSENT: Bernadette Winters, L.C.S.W., Ph.D.
Kristi Wooten

DHP STAFF PRESENT: David Brown, D.C., Director of DHP
Sarah Georgen, Licensing Manager
Jaime Hoyle, Executive Director
Jennifer Lang, Deputy Executive Director
Charlotte Lenart, Licensing Specialist
Elaine Yeatts, Senior Policy Analyst

BOARD COUNSEL: James Rutkowski, Assistant Attorney General

MISSION STATEMENT:

Ms. Haynes read the mission statement of the Department of Health Professions, which was also the mission statement of the Board.

WELCOME NEW BOARD MEMBERS/STAFF

Ms. Haynes welcomed Angelia Allen and Jamie Clancey, L.C.S.W. as new members to the Board of Social Work. Ms. Haynes also welcomed Jaime Hoyle as the new Executive Director of the Boards of Counseling, Psychology and Social Work.

ROLL CALL:

Ms. Haynes requested a roll call. Ms. Georgen announced that 6 members of the Board were present; therefore a quorum was established.

EMERGENCY EGRESS:

Ms. Haynes announced the Emergency Egress procedures.

ADOPTIONS OF AGENDA:

Upon a motion by Dr. Walsh, which was properly seconded, the agenda was accepted as written. The motion passed.

PUBLIC COMMENT:

Ms. Haynes provided the Board with written public comment from Ronnie Zuessman with the Prince William County Community Services Board that was received on October 20, 2015.

No further public comment was provided.

APPROVAL OF MINUTES:

Upon a motion by Dr. Walsh, which was properly seconded, the meeting minutes from July 24, 2015 were approved as written. The motion passed with Ms. Allen abstaining.

DIRECTOR'S REPORT:

Dr. Brown congratulated Ms. Hoyle on her new position as Executive Director of the Boards of Counseling, Psychology and Social Work. Dr. Brown also welcomed Ms. Allen and Ms. Clancey as new Board members. He noted that the Department of Health Professions ("DHP") has working Boards which requires active participation throughout the year.

Dr. Brown reported that the DHP New Board Member Training and Board Development Day were successful which focused on the roles of the agency, staff and board members.

Dr. Brown stated that the use of laptop computers at the board meeting was an agency pilot to determine usefulness. He asked for feedback to determine if this project could be provided to other boards agency-wide.

Dr. Brown provided an update on the Workforce Healthcare Data Center and reported that twenty-six of the sixty-six professions are surveyed following the renewal of their license. He stated that during the last renewal, 90% of Social Workers completed the survey and learned that 90% of licensees are working in their field. Through this survey, 95% of Social Workers in Virginia were satisfied or very satisfied with their career choice. Dr. Brown stated that the information will be disseminated to high school guidance counselors and colleges to assist students with their career choices and opportunities in healthcare.

REGULATORY/LEGISLATIVE UPDATE:

Ms. Yeatts stated that the Board currently has a regulatory action in process at the Governor's office in regards to fee increases. She reminded the Board that the proposed regulations were submitted approximately four years ago. She stated that if the regulations were approved, the next possible date of implementation would be for the 2017 renewal cycle.

With regards to the fast-track regulations that were discussed at the July 2015 Board meeting, Ms. Yeatts stated that the regulations were rejected by the Virginia Department of Planning and Budget. Ms. Yeatts stated that some of the Regulations did not appear to meet the qualifiers for fast-track regulations.

Upon a motion by Mr. Salay, which was properly seconded, the Board separated the proposed regulations in order to move forward with the proposal for fast-track and to submit a Notice of Intended Regulatory Action ("NOIRA") for the items not appropriate for fast-track. The motion passed.

Ms. Yeatts agreed to provide the Board with an update identifying which regulations did not qualify.

EXECUTIVE DIRECTOR'S REPORT:

Ms. Hoyle thanked Dr. Brown for the opportunity to work with the Behavioral Sciences Boards. Ms. Hoyle welcomed the new Board members and expressed appreciation for the dedication of the past Board members, Nettie Simon-Owens and Jennifer Blosser.

Ms. Hoyle stated that a Disciplinary Specialist was hired to support Ms. Lang with disciplinary cases.

Ms. Hoyle reported on the continued outreach efforts to the Board's stakeholders, applicants and professional organizations with the goal of education for supervision and licensure. She announced presentations were planned for Virginia Commonwealth University and Catholic University by the end of the year.

Ms. Hoyle announced opportunities for board members to participate in board member training through the Association of Social Work Boards ("ASWB"). Travel and participation for these meetings would be fully funded by the ASWB, but must be preapproved by the Secretary of Health and Human Services offices due to state travel requirements.

DEPUTY EXECUTIVE DIRECTOR'S REPORT:

Ms. Lang stated that for the quarter ending September 30, 2015 for the 2016 Fiscal Year, the Board of Social Work currently had 95 open cases, had received 22 new cases, and closed 27 cases.

Ms. Lang stated that the average age of cases closed is a measurement of how long it takes, on average, for a case to be processed from entry to closure. The Board of Social Work average time to close a case was 199.4 days.

She also stated that the percent of cases closed in fewer than 365 days shows, from the total of all cases closed during the specified period, the percent of cases that were closed in less than one year. The Board of Social Work percentage of cases closed within a year was 65.5%.

Ms. Lang announced that the formal hearings previously scheduled to follow the board meeting were cancelled. She stated that she would be in contact with Board members prior to the next Board meeting to schedule a new date.

Ms. Lang stated that the Board of Social Work will utilize an agency subordinate to conduct informal fact-finding proceedings for practitioners or applicants which may be subject to credentials matters or minor disciplinary action. Ms. Lang reminded the Board that the cases heard by the agency subordinate would meet the requirements outlined in the Regulations Governing the Practice of Social Work.

LICENSING MANAGER'S REPORT:

Ms. Georgen stated that as of the end of Quarter 1 for the 2016 Fiscal Year (July 1, 2015 –September 30, 2015), the Board of Social Work regulated 8,049 licenses and registrants.

Ms. Georgen also stated that as of the end of Quarter 1, the Board received 505 new applications and licensed 423 applicants, which include 118 L.C.S.W., 53 L.S.W., and 252 Registration of Supervision applications.

She said that an agency satisfaction survey is sent to applicants for feedback once licensed. For the quarter ending September 30, 2015, the satisfaction rate for the Board was 90.7%. Comments received from applicants were positive with relation to customer service and timeliness of processing applications. Recommendations from new licensees suggested a more user-friendly website.

To lessen the burden and to increase efficiency, Ms. Georgen said that she had recently restructured the applications for licensure by exam, licensure by endorsement and registration of supervision. The process eliminated unnecessary documentation and applicant responses which increased the processing time of applications exponentially. Outdated applications will be accepted until December 31, 2015.

REGULATORY COMMITTEE REPORT:

Dr. Winters was unable to attend the Board meeting; however Ms. Georgen provided the Regulatory Committee/Legislative Report on her behalf. Ms. Georgen stated that the Regulatory Committee meeting originally scheduled for August 28, 2015 was postponed, but the meeting was rescheduled for December 4, 2015 at 2:00 p.m. The agenda items from the postponed meeting were held over to include reactivation requirements, mid-level licensure, and clinical social work services.

The last Regulatory Committee meeting was postponed due to needed clarification from the Attorney General's office and DHP's DATA Processing department to offer an alternative option to mid-level licensure by using the established registration of supervision numbers which would allow holders to identify themselves as board-approved Supervisees in Social Work. Staff wanted to ensure that all internal processes were addressed to allow for a more thorough and thoughtful discussion at the meeting.

She announced that further information and discussion would occur at the next Regulatory Committee meeting, but if any Board members had questions or concerns in the meantime, they may contact Dr. Winters or Ms. Hoyle.

CREDENTIALS COMMITTEE REPORT:

No report.

SPECIAL CONFERENCE COMMITTEE REPORT:

No report.

NOMINATION COMMITTEE REPORT:

Mr. Salay announced that Ms. Haynes has been nominated for Chairperson and Mr. Salay was been nominated for Vice-Chairperson.

BOARD OF HEALTH PROFESSIONS REPORT:

Ms. Haynes reported that the Board of Health Professions met on August 6, 2015. She noted that a presentation was provided to the board related to the agency's Prescription Monitoring Program in terms of maximizing management and minimizing risk. A major initiative for this provide for 2015 had been the integration with HR systems and existing pharmacy applications.

Ms. Haynes reported that the Board of Health Professions' Regulatory Committee voted to send a response to Senator Alexander which was related to the credentialing of a new group of service providers, currently being identified as 'funeral counselors.' The Board had requested a formal proposal from all interested parties, following the Board's stated policies and procedures for the evaluation of the need to regulate that proposed group of professionals.

Additionally, Ms. Haynes reported that three Masters level students from the Virginia Commonwealth University Wilder School of Business will intern with the Board of Health Professions for the next school year. They will focus on issues related to telehealth and access to care. They will also provide staff support.

ELECTION OF OFFICERS:

Ms. Haynes announced the Nominating Committee's report for Chairperson and Vice-Chairperson. Ms. Haynes asked for further nominations. Hearing none, she asked Ms. Georgen to initiate a roll call vote. Ms. Georgen reported that Ms. Haynes had a majority vote and was elected Chairperson. Ms. Georgen reported that Mr. Salay had a majority vote and was elected Vice-Chairperson.

Ms. Haynes asked for changes or additions to the Committee Assignments for the 2015-2016 year. Ms. Haynes asked Ms. Georgen to read the assignments for the Regulatory/Legislative, Credentials, Special Conference, and Nomination Committees. Ms. Allen and Ms. Clancey expressed interest in the Special Conference and Regulatory/Legislate Committee. Dr. Paulson expressed interest in the Credentials Committee.

Ms. Haynes asked the Board for discussion to consider eliminating the Nominating Committee from the by-laws, as the Board of Social Work was the only Behavioral Sciences Board that utilized the

Committee. A Board member could express interest for the position of Chairperson or Vice-Chairperson at the full Board meeting. Following discussion, the Board determined that changes were unnecessary to the Nominating Committee.

UNFINISHED BUSINESS:

Ms. Haynes asked Mr. Rutkowski to provide an update from the last Board meeting in regards to 18 VAC 140-20-150(B)(4) and 18 VAC 140-20-160(8). Mr. Rutkowski determined that 18 VAC 140-20-160(8) did not appear to be problematic to the Board and reported that 18 VAC 140-20-150(B)(4) required additional time for review. Ms. Haynes asked Mr. Rutkowski to provide an update at the next Board meeting.

Ms. Haynes asked Ms. Lang to provide an update on the draft by-laws that were discussed at the last Board meeting. Ms. Lang stated that she will table the draft by-laws to a future meeting following an agency-wide review of Guidance Documents.

NEW BUSINESS:

Upon a motion by Dr. Walsh, which was properly seconded, the public comment from Mr. Zeussman was referred to the Regulatory Committee for discussion and action. The motion passed.

BREAK

The Board recessed for a five minute break. The Board reconvened.

NEW BUSINESS:

Ms. Haynes asked VisualResearch Analysis to provide a presentation regarding the Sanction Reference Points (“SRPs”). The Board heard and discussed the presented changes to the SRP Instruction Manual and worksheet. Upon a motion by Mr. Salay, which was properly seconded, the Board adopted the suggested changes. The motion passed 5-2 with Dr. Paulson and Ms. del Villar opposed.

NEXT MEETING:

Ms. Haynes announced that the next regularly scheduled full Board meeting would occur on February 5, 2016.

RECOGNITION OF BOARD MEMBER COMMITMENT:

Ms. Haynes thanked Jennifer Blosser and Nettie Simon-Owens, for dedicating their time and talent to serve the people of Virginia as members of the Board of Social Work.

ADJOURNMENT:

Upon a motion by Dr. Walsh, which was properly seconded, the October 30, 2015 meeting was adjourned at 11:43 p.m. The motion passed.

Yvonne Haynes, LCSW, Vice-Chair

Jaime Hoyle, Executive Director