

A P P R O V E D
VIRGINIA BOARD OF SOCIAL WORK
MINUTES
INFORMAL CONFERENCE COMMITTEE
FRIDAY, APRIL 23, 2004

TIME & PLACE: The Informal Conference Committee convened at 9:15 a.m. on Friday, April 23, 2004, in the Sherwood Room at the Best Western Leesburg-Dulles Hotel, 726 East Market Street, Leesburg, Virginia.

MEMBERS PRESENT: Sharon C. Ekleberry, LCSW, Chair
Fredrick D. Weston, LCSW

STAFF PRESENT: Evelyn B. Brown, Executive Director
Patricia Larimer, Senior Adjudication Analyst

OTHERS PRESENT: Thomas K. Plofchan, Jr., Attorney
Rhonda Gail Archer
Lauren Sterns
Norm Bradford, Esq.

CONFERENCE
SCHEDULED: **HELEN L. FLYNN, LCSW**

Ms. Flynn appeared before the Informal Conference Committee on Friday, April 23, 2004 at 9:15 a.m. to review allegations that she may have violated portions of the laws and regulations governing the practice of social work in the Commonwealth of Virginia.

The Chair recognized Ms. Flynn and Mr. Plofchan and invited their comments regarding the allegations. Both made opening statements.

Comments were also received from the following:
Rhonda Gail Archer
Norm Bradford

Mr. Weston moved that the Committee convene a closed meeting pursuant to Section 2.2-3711(A)(28) of the *Code of Virginia* for the purpose of deliberation to reach a decision in the matter of Ms. Flynn regarding the allegations outlined in the Notice of Hearing. Additionally, Mr. Weston moved that Ms. Brown and Ms. Larimer attend the closed meeting because their presence in the closed

meeting is deemed necessary, and their presence will aid the Committee in its deliberations.

The motion was seconded and carried.

The Committee reconvened in open session.

Mr. Weston moved that the Informal Conference Committee certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom on Information Act and only such public business matters as were identified in the motion by which the Closed Meeting was convened. The motion was seconded and carried.

ACTION:

The Committee concluded that Helen Flynn violated 18 VAC 140-20-150(1) and (9) and 18 VAC 140-20-160(3) and (5) governing the practice of social work in Virginia and imposed a monetary penalty of \$2,000 on Ms. Flynn and placed her license on probation for not less than two (2) years.

ADJOURNMENT:

The Conference was adjourned at 1:00 p.m.

Sharon C. Ekleberry, LCSW

Evelyn B. Brown, Executive Director
Board of Social Work

As provided by law, this decision shall become a Final Order thirty days after the service of such order unless a written request to the Board for a formal hearing on the allegations made against Ms. Flynn is received from Ms. Flynn within such time. If service of the order is made by mail, three additional days shall be added to that period. Upon such timely request for a formal hearing, the decision of this conference shall be vacated.