

**FINAL**  
**VIRGINIA BOARD OF SOCIAL WORK**  
**CREDENTIALS COMMITTEE**  
**INFORMAL CONFERENCE**  
**SEPT 20, 2007**  
**MINUTES**

**CALL TO ORDER:** The Credentials Committee convened an informal conference on Thursday, September 20, 2007, at 9:34 a.m., at the Department of Health Professions, 9960 Mayland Drive, Suite 201, Richmond, Virginia.

**MEMBERS PRESENT:** Francis N. Nelson, Jr., L.C.S.W., Chair  
Catherine L. Moore, L.C.S.W.

**STAFF PRESENT:** Evelyn B. Brown, Executive Director  
Patricia L. Larimer, Deputy Executive Director  
Tammie D. Jones, Adjudication Specialist  
Carol Lipinski, Administrative Assistant

**OTHERS PRESENT:** None

**MATTER SCHEDULED:** **Christopher L. Monroe, L.C.S.W. Applicant**  
**Case #115611**

**DISCUSSION:** Mr. Monroe appeared before the Committee in person in accordance with a Notice of the Board dated July 30, 2007, to consider his application for licensure by examination as a Licensed Clinical Social Worker. Mr. Monroe was not represented by counsel. The Committee fully discussed Mr. Monroe's education and experience with him.

**CLOSED SESSION:** Upon a motion by Ms. Moore and duly seconded by Mr. Nelson, the Committee voted to convene a closed meeting pursuant to § 2.2-3711(A)(28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Christopher L. Monroe, LCSW Applicant. Additionally, she moved that Ms. Brown, Ms. Larimer, Ms. Jones, and Ms. Lipinski attend the closed meeting, because their presence in the closed meeting was deemed necessary and would aid the Committee in its deliberations.

**RECONVENE:** Having certified that the matters discussed in the preceding closed session met the requirements of § 2.2-3712 of the Code, the Committee reconvened in open session and announced its decision.

**DECISION:**

Upon a motion by Ms. Moore and duly seconded by Mr. Nelson, the Committee made certain Findings of Fact and Conclusions of Law, and voted that Mr. Monroe’s application for licensure by examination as a Licensed Clinical Social Worker in Virginia be denied, as he did not meet the requirements set forth in 18 VAC 140-20-50(A)(1)&(2) of the Regulations Governing the Practice of Social Work.

**ADJOURNMENT:**

The Committee adjourned at 10:55 a.m.

*As provided by law, this decision shall become a Final Order thirty days after service of such Order on Mr. Monroe unless a written request to the Board for a Formal Hearing is received from Mr. Monroe 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 Credentials Committee shall be vacated.*

\_\_\_\_\_  
Francis N. Nelson, Jr., L.C.S.W.  
Chair

\_\_\_\_\_  
Evelyn B. Brown, Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date