

**FINAL**  
**THE VIRGINIA BOARD OF SOCIAL WORK**  
**CREDENTIALS COMMITTEE MEETING**  
**MINUTES**

**Friday, January 21, 2011**

The Credentials Committee of the Virginia Board of Social Work convened at 1:00 p.m. on Friday, January 21, 2011 at the Department of Health Professions, 9960 Mayland Drive, Richmond, Virginia. Catherine Moore called the meeting to order.

**COMMITTEE MEMBERS**

**PRESENT:**

David Boehm  
Charles Chambers  
Yvonne Haynes  
Arthur Mayer  
Catherine Moore

**OTHER BOARD MEMBERS**

**PRESENT:**

Wayne Martin

**STAFF PRESENT:**

Evelyn B. Brown, Executive Director  
Catherine Chappell, Dep. Exec Director – Licensing  
Sarah Georgen, Administrative Assistant  
Howard Casway, Senior Assistant Attorney General  
Valerie Carter-Williams, Contracted Reviewer

**CALL TO ORDER:**

Ms. Moore welcomed the Committee members and called the meeting to order. She announced that David Boehm had been appointed to the Committee.

**CLOSED SESSION:**

Yvonne Haynes moved that the Committee convene in Closed Meeting pursuant to Section 2.2-3711(4) in accordance with Section 2.2-3704(A) and 54.1-108 of the Code of Virginia to discuss applications for licensure. She moved that Howard Casway, Evelyn Brown, Wayne Martin, Catherine Chappell, Sarah Georgen, and Valerie Carter-Williams attend the Closed Meeting because their presence in the Closed Meeting was deemed necessary and would aid the Committee in its deliberations.

**OPEN SESSION:**

Ms. Haynes moved that pursuant to Section 2.2-3712 of the Code of Virginia, that the Committee heard, discussed or considered only those public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act and

only such public business matters as identified in her motion by which the closed meeting was convened.

**DISCUSSION:**

The Committee considered twenty seven (27) licensure requests relating to supervision, education, and continuing education requirements.

**DECISION:**

The Credentials Committee made the following determinations:

1. Clarification of supervision hours was requested on two (2) files.
2. The Committee denied twelve (12) requests to register supervision, and one (1) application.
3. Two (2) applications were approved for examination and three (3) requests to register supervision were approved.
4. With respect to three (3) requests to waive supervision requirements, one (1) was denied, one (1) was deferred, and additional information was requested on the third.
5. Three (3) applicants were advised that additional supervision hours were required to complete their applications.
6. A request to waive the continuing education requirements for licensure renewal was denied.

**ADJOURNMENT**

There being no further business to come before the Credentials Committee Meeting adjourned at 4:15 p.m.



\_\_\_\_\_  
Catherine Moore, Chair

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