

**VIRGINIA BOARD OF SOCIAL WORK  
SPECIAL CONFERENCE COMMITTEE  
INFORMAL CONFERENCE MINUTES – August 9, 2019**

**CALL TO ORDER:** A Special Conference Committee ("Committee") of the Board of Social Work ("Board") convened on August 9, 2019 at 10:34 a.m., at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Richmond, Virginia, Board Room 3.

**MEMBERS PRESENT:** Dolores Paulson, Ph.D., LCSW, Chairperson  
Maria Eugenia del Villar, LCSW

**STAFF PRESENT:** Christy Evans, Discipline Case Specialist, Board of Social Work  
Anne Joseph, Deputy Director, Administrative Proceedings Division

**RESPONDENT:** Donalee Rooks, LCSW  
Case No.: 187314  
License #: 0904006661  
Attorney: Alexander Macaulay, Esquire  
Lindsay Walton, Esquire

**DISCUSSION:** Ms. Rooks appeared in person before the Committee, with legal counsel, and fully discussed the allegations contained in the Notice dated April 17, 2019.

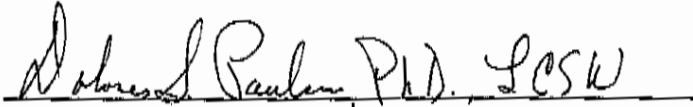
**CLOSED MEETING:** Upon a motion by Ms. del Villar, and duly seconded by Dr. Paulson, the Committee voted to convene in a closed meeting pursuant to § 2.2-3711(A)(27) of the *Code of Virginia* for the purpose of deliberation to reach a decision in the matter of Donalee Rooks, LCSW. Additionally, she moved that Christy Evans and Anne Joseph attend the closed meeting because their presence would aid the Committee in its deliberations.

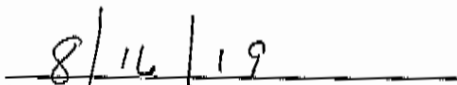
**RECONVENE:** Having certified that the matters discussed in the preceding closed session met the requirements of § 2.2-3712 of the *Code of Virginia*, the Committee reconvened in open session and announced its decision.

**DECISION:** Upon a motion by Ms. del Villar, and duly seconded by Dr. Paulson, the Committee made certain findings of facts and conclusions of law and voted to place certain terms and conditions on Ms. Rooks' license to practice clinical social work. The motion carried.

**ADJOURN:** With all business concluded, the Committee adjourned at 12:25 p.m.

*As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on the respondent, unless the respondent makes a written request to the Board within such time for a formal hearing on the allegations made. If service of the Order is made by mail, three (3) additional days shall be added to that period. Upon such timely request for a formal hearing, the decision of the Special Conference Committee shall be vacated.*

  
Dolores Paulson, Ph.D., LCSW, Chairperson  
Special Conference Committee of the Board of Social Work

  
Date

  
Jennifer Lang, Deputy Executive Director  
Virginia Board of Social Work

09/17/2019  
Date