

APPROVED

**THE VIRGINIA BOARD OF SOCIAL WORK
MINUTES
FRIDAY, SEPTEMBER 10, 2004**

The Virginia Board of Social Work ("Board") meeting was convened at 10:17 a.m. on Friday, September 10, 2004 at the Department of Health Professions, 6603 West Broad Street, Richmond, Virginia. Sharon Ekleberry, Chair, called the meeting to order.

BOARD MEMBERS PRESENT:

Sharon C. Ekleberry
David R. Boehm
Valerie Carter-Williams
William T. Greene, Sr.
Wayne A. Martin
Jill Smeltzer

BOARD MEMBERS ABSENT: Nandini N. Assar

STAFF PRESENT:

Evelyn B. Brown, Executive Director
Benjamin Foster, Deputy Executive Director
Joyce D. Williams, Administrative Assistant

OTHERS PRESENT:

Debra Riggs, National Association of Social Workers
Rosemary Farmer, VCU School of Social Work

ORDERING OF AGENDA:

Ms. Ekleberry opened the floor to any changes in the agenda order. The agenda was accepted as submitted.

PUBLIC COMMENT:

Ms. Ekleberry opened the floor to comment from the public. There was none.

APPROVAL OF MAY 14, 2004 MINUTES:

A motion was made by Mr. Boehm and seconded by Ms. Carter-Williams to accept the minutes of May 14 2004. The motion carried.

REPORTS:

Chair's Report – Sharon Ekleberry

New Board members and staff made introductions.

Ms. Ekleberry discussed Board member duties and responsibilities as Board of Social Work members. Ms. Ekleberry discussed the policy that Board members do not have the authority to speak individually for the Board unless specifically authorized by the Board. Board members should advise individuals or organizations to contact the Board office or write to the full Board with questions and concerns.

Ms. Ekleberry advised the new Board members to become very familiar with the Standards of Practice in Regulation.

Ms. Ekleberry encouraged the new Board members to attend the New Board Member training offered by the Association of Social Work Boards when it is offered.

Executive Director's Report

Ms. Brown briefly discussed the duties of staff members.

Mr. Foster distributed the Members Handbook to new Board members and distributed updates to the handbook to existing members.

MEETING DATES:

Ms. Brown discussed the meeting dates for 2005. The Board approved the following dates to meet:

February 25

April 29

September 16

The Board discussed a need to have an orientation meeting. The Board will meet on November 19, 2004 for an orientation meeting.

COMMITTEE ASSIGNMENTS:

The board will discuss committee assignments at the November 19th orientation meeting.

REPORTS CONTINUED:

Discipline Committee – Sharon Ekleberry

Sharon Ekleberry reported that the Board currently has 65 complaints in Investigation. Ms. Ekleberry explained that this number includes cases that will not rise to the level of investigation. Three cases are in the Administrative Proceedings Division to draft Notices of Informal Conferences. Four cases are at Board level. The Discipline Committee held one informal conference since the May 14 Board meeting.

Board of Health Professions – David Boehm

Mr. Boehm reported that he is the Board of Social Work's representative on the Board of Health Professions. Mr. Boehm has been appointed by the Board of Health Professions to its Research Committee. The Research Committee met on July 15 and is currently studying the need to regulate "assisted living" administrators.

Regulatory Committee – Valerie Carter-Williams

The sub-committee assigned to review regulations has met twice. The sub-committee recommended changes to the regulations that would allow BSW and MSW graduates to sit for the licensure examinations prior to completing the supervision/experience requirements.

The proposed Standards of Practice were discussed with recommended changes. A copy of the proposed Standards is attached as part of the minutes.

The following individuals were appointed to the sub-committee to review the Standards of Practice. The sub-committee will meet on November 19 at 1:00 p.m.

Valerie Carter-Williams, Chair
David Boehm
Sharon Ekleberry
Debra Riggs, NASW, Ad Hoc Member.

ASSOCIATION OF SOCIAL WORK BOARDS (ASWB):

Mr. Foster will attend the ASWB Annual Meeting in Chantilly, Virginia, November 12-14. Mr. Foster will represent the Board as its delegate. Mr. Foster is also on the By-Laws Committee.

OLD BUSINESS:

Mr. Foster reported that the Board will proceed with issuing confidential consent agreements and consent orders, as well as hold informal conferences for individuals who did not comply with the continuing education requirements.

NEW BUSINESS

A motion was made by Mr. Boehm and properly seconded to elect Ms. Carter-Williams for Vice Chair. The motion carried.

ADJOURNMENT:

There being no further business to come before the Board and the meeting was adjourned at 12:12 p.m.

Sharon Ekleberry, Chair

Evelyn B. Brown, Executive Director