

A P P R O V E D
THE VIRGINIA BOARD OF SOCIAL WORK
MINUTES
FRIDAY, APRIL 1, 2005

The Virginia Board of Social Work ("Board") meeting was convened at 10:45 a.m. on Friday, April 1, 2005 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
Nandini N. Assar
David R. Boehm
William T. Greene, Sr.
Wayne A. Martin
Jill Smeltzer

BOARD MEMBERS ABSENT: Valerie Carter-Williams

STAFF PRESENT:

Evelyn B. Brown, Executive Director
Benjamin Foster, Deputy Executive Director
Howard Casway, Senior Assistant Attorney General
Arnice N. Covington, Administrative Assistant

OTHERS PRESENT:

Debra Riggs and Crystal Adcock, National
Association of Social Workers

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 NOVEMBER 19, 2004 MINUTES:

A motion was made by Mr. Martin and properly seconded to accept the minutes of November 19, 2004. The motion carried.

REPORTS:

Chair's Report – Sharon Ekleberry

Ms. Ekleberry reported a conversation that she had with Kevin Doyle, member of the Board of Counseling, requesting the Board of Social Work to consider allowing licensed professional counselors to provide a portion of the required supervision to licensed clinical social work applicants. The Board discussed the request and Ms. Ekleberry said that she would contact Mr. Doyle, who was not speaking on behalf of the Board of Counseling.

Executive Director's Report

Ms. Brown discussed the examination and licensure requirements for Licensed Social Workers. Following discussion a motion was made by Ms. Assar and properly seconded to allow bachelor's degree applicants to take the examination upon conferral of the degree and prior to completion of the two years of work experience. Further discussion ensued and all board members voted in favor of making the necessary changes in the Regulations to fast-track this requirement.

Standards of Practice Update and Regulatory Matters – Benjamin Foster

Mr. Foster informed the Board that the Ad Hoc Committee on Regulatory Standards and Practices had meet twice to review and recommend changes to PART VI (Standards of Practice) of the current regulations. Mr. Foster inquired as to whether the Board wanted to go forward with amendments to these sections of the regulation or whether it wanted to do a full "periodic review" of the entire regulations. After a discussion of the pro's and con's of a full versus a partial review, it was decided by acclamation that the Board would focus its attention only on the Standards section. Mr. Foster requested a motion to issue a PreNOIRA (Notice of Intended Regulatory Action) in order to start the regulatory process. Following discussion a motion was made by Mr. Martin and properly seconded. The Board voted unanimously to issue the PreNOIRA.

Board of Health Professions – David Boehm

Mr. Boehm reported that he was unable to attend the last DHP Board Meeting, so had no report.

Discipline Committee – Sharon Ekleberry

Ms. Ekleberry reported that the Board currently has 19 complaints in Investigation. There are two cases are in the Administrative Proceedings Division to draft Notices of Informal Conferences. There are 54 cases at Board level, which includes continuing education and non-jurisdictional and one consent order for record-keeping violations.

Agency Subordinate Conferences- David Boehm

David Boehm reviewed the process regarding the Agency Subordinate Conferences that were held January 27, 2005. Following discussion a motion was made by Ms. Smeltzer and properly seconded that the Board of Social Work convene in Closed Meeting pursuant to Sections 2.2.3711(A)(28) of the *Code of Virginia* for the purpose of deliberation regarding Consent Orders related to continuing education. Ms. Smeltzer further moved that Evelyn Brown, Howard Casway, Benjamin Foster, and Arnice Covington remain in the Closed Meeting to aid the Board in its consideration of the matters before the Board. Mr. Boehm recused himself from the Closed Meeting.

A motion was made by Ms. Smeltzer and properly seconded that, the Board heard, discussed or considered only those public matters lawfully exempted from Open Meeting requirements by Virginia law and those matters as were identified in the motion for the Closed Meeting.

The following cases were presented to the Board by Ms. Brown:

1. Lee Burgin, LCSW – The Board accepted the voluntary surrender of Mr. Burgin’s license in lieu of further administrative proceedings in this matter. A motion was made by Mr. Martin and properly seconded to accept the surrender of Mr. Burgin’s License.
2. Christine Miller, LCSW – The Board issued an Order for a monetary penalty of \$700 to be paid within 60 days of the entry of the Order. Further, Ms. Miller is ordered to complete and submit documentation of proof of completion of 13.4 hours of continuing education. Documentation of completion shall be submitted within 60 days of entry of Order. Said hours shall be applied only to the 2003 renewal period. It is further ordered that Ms. Miller shall be audited for documentation of satisfactory completion of the 30 continuing education hours required for the renewal of her 2005 Clinical Social Work license. A motion was made by Mr. Greene and properly seconded to accept the Order .
3. Suzanne Bentley, LCSW – The Board issued an Order for a monetary penalty of \$200 to be paid within 30 days from the date of entry of the Consent Order. It is further ordered that Ms. Bentley shall be audited for documentation of satisfactory completion of the 30 continuing education hours required for the renewal of her 2005 Clinical Social Work license. A motion was made by Mr. Martin and properly seconded to accept the Order .
4. Gertrude Larkin, LCSW – The Board accepted the voluntary surrender of Ms. Larkin’s license in lieu of further administrative proceedings in this matter. At such time as Ms. Larkin shall petition the Board for reinstatement of her license, an administrative proceeding will be convened to receive evidence satisfactory to the Board that Ms. Larkin is capable of resuming the safe and competent practice of social work. A motion was made by Ms. Assar and properly seconded to accept the surrender of Ms. Larkin’s License.

5. Florita Slade, LCSW – The Board issued Ms. Slade a Reprimand and imposed a monetary penalty of \$1400 to be paid within 60 days of from the date of entry of the Order. Further, Ms. Slade is ordered to complete and submit documentation of proof of completion of 25 hours of continuing education, at least two (2) hours must be in the area of Ethics. Documentation of completion shall be submitted within 60 days of entry of the Order. Said hours shall be applied only to the 2003 renewal period. It is further ordered that Ms. Slade shall be audited for documentation of satisfactory completion of the 30 continuing education hours required for the renewal of her 2005 Clinical Social Work license. A motion was made by Mr. Greene and properly seconded to accept the Order.
6. Kathleen Jackson, LCSW – The Board issued an Order to accept 30 clock hours of continuing education for the 2003 renewal period and for a monetary penalty of \$600 for late submission after the second deadline to be paid within 60 days from the date of entry of the Order. It is further ordered that Ms. Jackson shall be audited for documentation of satisfactory completion of the 30 continuing education hours required for the renewal of her 2005 Clinical Social Work license. A motion was made by Ms. Assar and properly seconded to accept the Order.

Mr. Boehm did not vote on the above decisions.

NEW BUSINESS:

2005 Continuing Education Audit – Benjamin Foster

Mr. Foster reviewed the Continuing Education Audit for licensees renewing June 30, 2005 and provided the Board with an example of the proposed audit package that will be used in July post-licensure renewal. Each package contained an audit request letter addressed to the member; an "Important Information" sheet; a "Continuing Education Summary Form;" a "Form for Reporting Social Work Attendance at Formal Staffing;" and a "Form for Reporting Independent Study." The Board requested that Mr. Foster amend the "Important Information" sheet by including language that would request that the licensee return a self-addressed, stamped envelope with the audit documentation should the licensee wish confirmation of receipt of the submission. The Board decided that its members should consider themselves part of the audit. Therefore, the Board should complete and return the package by the deadline.

Mr. Foster also provided the Board with a proposed "Audit Plan" outlining suggested important dates for the audit. In conjunction with the audit plan Mr. Foster provided the Board with information necessary to select a population size for the audit. The Board decided to audit 2% of the active licensees renewing during the 2005 renewal cycle. Based on current active licensee figures, 93 licensees would be audited. According to the audit plan, audit requests would be mailed July 25, 2005 with a return deadline of August 31, 2005.

Election of Officers – Sharon Ekleberry

Ms. Ekleberry nominated Valerie Carter-Williams as Chair. A motion was made by Mr. Martin and properly seconded to close the nominations. The Board voted unanimously to elect Ms. Carter-Williams as Chair.

Ms. Ekleberry nominated David Boehm as Vice-Chair. A motion was made by Mr. Martin and properly seconded to close the nominations. The Board voted unanimously to elect Mr. Boehm as Vice-Chair.

ADJOURNMENT:

There being no further business to come before the Board the meeting adjourned at 2:45 p.m.

Sharon Ekleberry, Chair

Evelyn B. Brown, Executive Director