

State of Alaska  
Department of Commerce, Community and Economic Development  
Division of Corporations, Business and Professional Licensing

Alaska State Board of Social Work Examiners - Teleconference  
January 28, 2019

**Written meeting minutes only reflects a brief overview of the business conducted during the boards meeting. For a more detailed account, please request a copy of the meeting recording.**

By Authority of AS 08.01.070(2) and in compliance with the provisions of AS 44.62, a regularly scheduled meeting of the Alaska State Board of Social Work Examiners was held January 28, 2019. The meeting was held via teleconference originating at **333 Willoughby Ave, 9th Floor, Conf. Room C, Juneau, AK 99811.**

**January 28, 2019**

**Agenda item #1** **Call to order/Roll Call**

This meeting was called to order by Acting-Chairperson Angela Christiansen at 11:06 a.m.

Board Members present, constituting a quorum:

Danielle LaFon, Licensed Baccalaureate Social Worker, Chairperson  
Angela Christiansen, Licensed Clinical Social Worker, Vice-Chair  
Geoffry McCormick, Licensed Master Social Worker  
Rachel Olson, Public Member

Board Members absent:

Lisa Hay, Licensed Clinical Social Worker

Division Staff present were:

Chelsea S Childress, Records and Licensing Supervisor  
Lauren T Osborn, Occupational Licensing Examiner

Public present was:

Elizabeth Green

**Agenda Item #2** **Review Agenda**

Ms. Lauren Osborn presented the agenda to the board for the teleconference, adding that additional agenda items for Correspondence and Board Member Appointments had been added under Administrative Business.

**A motion duly made by Mr. Geoffry McCormick, seconded by Ms. Angela Christiansen, and approved by unanimous consent, was:**

**Resolved to approve the agenda as amended.**

**Agenda item #3** **Ethics Reporting**

There were no ethics conflicts to report.

**Agenda item #4** **Schedules for Reviewing Mail Ballots**

Ms. Childress stated that with advancing technology the board has been able to approve ballots electronically via On Board and that, historically speaking, Mail Ballots had been sent out twice per month on the first and third Tuesday. Later, after comments made by the board that the preceding process wasn't working, they were being sent out individually and as the applications were completed. The board still noted concerns with the way they were being sent in and expressed their opinions at the meeting held on December 10-11, 2018.

Ms. Childress said that, at times, it can take up to 4-6 weeks to get a quorum with a majority vote established on a ballot and, while that's much faster than waiting three months for the next board meeting, it's better customer service to streamline the process in order to get the ballots completed as soon as possible. Ms. Childress asked the board for their preferences.

Ms. Christiansen stated that sending out the Mail Ballots as they come in seemed to be the best process. She also expressed frustration with OnBoard loading slowly and at times with errors. Ms. Osborn responded that OnBoard has been experiencing some glitches in the last few weeks causing difficulties and frustrations for both division staff and board members, and that the division is working closely with OnBoard to resolve the issue

Mr. McCormick commented that whether the ballots are sent twice a month or sent as they come in, it seems there's still a lot to approve.

Consensus from the board was to continue sending Mail Ballots in via OnBoard as they were completed and ready for board review.

### Agenda item #5                      Supervision Issue

Ms. Danielle LaFon entered the meeting at 11:17a.m.

Jun Maiquis, Regulations Specialist, entered the meeting at 11:20a.m.

The board reviewed the email response from the Division Director Ms. Sara Chambers regarding the supervision issue presented at the meeting held on December 10-11, 2018. Ms. LaFon asked that it be verified that the board was just waiting on this response from the division regarding the application to which Ms. Childress confirmed.

Ms. Christiansen asked if it was pending completion of supervision to which Ms. LaFon answered that the applicant had turned in the completed hours at the meeting held on December 10-11, 2018. The board requested the complete application packet be sent with the document for verification of clinical supervision hours provided by Ms. Green in December.

**A motion duly made by Ms. Angela Christiansen, seconded by Mr. Geoffry McCormick, and approved by unanimous consent, was:**

**Resolved to accept the clinical supervision hours submitted by Elizabeth Green.**

Ms. Elizabeth Green exited the meeting at 11:25a.m.

### Agenda item #6                      Regulations

#### 12 AAC 18.160 Standards of Practice

Ms. LaFon voiced concerns about having links in the drafted regulations, and if the board would be liable if the links included in the regulation were to be changed in the foreseeable future. Jun Maiquis let the board know that, if the board makes him aware of any changes, the links can easily be updated with a regulations project to reflect the change.

**A motion duly made by Ms. Angela Christiansen, seconded by Ms. Rachel Olson, and approved by unanimous consent, was:**

**Resolved to approve the language for 12 AAC 18.160 Standards of Practice as presented to the board on 1/28/2019 to move forward for public comment.**

**12 AAC 18.160. Standards of practice.** A social worker licensed in this state shall adhere to the standards of practice adopted by the board under this section. The board hereby adopts by reference the *Model Social Work Practice Act Model Law Task Force, 1996 – 1997 with amendments, 1998 – 2012, with amendments 2013 – 2015,*

and the Model Regulatory Standards for Technology and Social Work Practice ASWB International Technology Task Force, 2013 – 2014 published by the Association of Social Work Boards, as the standards of practice for social workers licensed in this state.

**Editor's note:** A copy of the "Model Social Work Practice Act" and the "Model Regulatory Standards for Technology and Social Work Practice" adopted in 12 AAC 18.160 is available for inspection at the Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing, Juneau, Alaska, or may be obtained from the Association of Social Work Boards, 400 Southridge Parkway, Suite B, Culpeper, VA 22701-3791, phone: (800) 225-6880, fax: (540) 829-0562, or websites at [https://www.aswb.org/wp-content/uploads/2013/10/Model\\_law.pdf](https://www.aswb.org/wp-content/uploads/2013/10/Model_law.pdf) and <https://www.aswb.org/wp-content/uploads/2015/03/ASWB-Model-Regulatory-Standards-for-Technology-and-Social-Work-Practice.pdf>.

**Roll Call:**

Danielle LaFon, approved  
Angela Christiansen, approved  
Geoffry McCormick, approved  
Rachel Olson, approved

**12 AAC 18.112 (2) Continued Competency**

When applying by credentials, an applicant can submit their exam scores within the last two years in order to meet the Continued Competency requirements and this language would allow for a four-year window period to use those exam scores for an application.

Ms. LaFon felt the language implies that an applicant would need to take the exam twice and suggested to remove the language of "and the two years immediately after" so that the language reads "successful passage of the applicable examination in 12 AAC 18.105 within two years immediately before the application."

Angela Christiansen exited the meeting at 11:47a.m.  
Angela Christiansen returned to the meeting at 11:49a.m.

**A motion duly made by Mr. Geoffry McCormick, seconded by Ms. Angela Christiansen, and approved by unanimous consent, was:**

**Resolved to approve the language for 12 AAC 18.112 (1) Continued Competency as amended by the board on January 28<sup>th</sup>, 2019 to move forward for public comment**

**12 AAC 18.112. CONTINUED COMPETENCY.** Proof of continued competency satisfactory to the board includes

- (1) successful passage of the applicable examination in 12 AAC 18.105 within the two years immediately before the application; or
- (2) verification of completion within the five years immediately preceding application of
  - (A) 1,500 hours of work as a social worker while holding a license similar to that for which application has been made; and
  - (B) the continuing education requirements described in 12 AAC 18.210(a)(1) and (3).

**Roll Call:**

Danielle LaFon, approved  
Angela Christiansen, approved  
Geoffry McCormick, approved  
Rachel Olson, approved

**12 AAC 18.210 Continuing Education Requirement**

This regulation differentiates the continuing education requirement for the first biennial renewal of a person's social worker license and for after a person's first biennial renewal of a social worker license.

Ms. LaFon noted the intention of the drafted regulation change was to make it so all renewals would have the same continuing education requirements; however, after reviewing the statutes and regulations further, the language under Sec. 08.95.040 restricts the board from making said changes without working towards a statute change.

### **12 AAC 18.210(c) Continuing Education Requirement**

The board reviewed the language drafted from the board meeting held December 10-11, 2018. With no revisions or questions, the board made a motion to approve the drafted language to move forward for public comment.

**A motion duly made by Ms. Rachel Olson, seconded by Mr. Geoffry McCormick, and approved by unanimous consent, was:**

**Resolved to approve the language for 12 AAC 18.210(c) and (f) Continuing Education Requirement as approved at the board meeting held December 10-11, 2018 to move forward for public comment.**

### **12 AAC 18.210. CONTINUING EDUCATION REQUIREMENT.**

(a) For the first biennial renewal of a person's social worker license, an applicant for renewal shall document completion of 45 contact hours of continuing education activities acceptable to the board that were earned during the two years before the expiration date of the person's license that included a minimum of

- (1) six contact hours in substance abuse education;
- (2) six contact hours in cross-cultural education relating to Alaska Natives; and
- (3) three contact hours in professional ethics.

(b) After a person's first biennial renewal of a social worker license, an applicant for renewal shall document completion of 45 contact hours of continuing education activities acceptable to the board that were earned during that licensing period and included a minimum of

- (1) six contact hours in substance abuse education;
- (2) six contact hours in cross-cultural education, of which three hours include issues relating to Alaska Natives; and
- (3) three contact hours in professional ethics.

(c) For the purposes of this section,

- (1) one "contact hour" equals a minimum of 50 minutes of classroom instruction between instructor and participant;
- (2) one academic semester credit equals 15 contact hours; and
- (3) one academic quarter credit equals 10 contact hours.
- (4) "specific to Alaska Natives" means a structured educational experience such as a course, lecture, workshop, or other organized training that focuses on the indigenous peoples of Alaska as it applies to social work practices.

(d) Only hours of actual attendance during which instruction was given will be accepted as continuing education contact hours earned from an academic course that is audited by the licensee, and the total number of contact hours earned may not exceed the academic credit hours offered for that course.

(e) Not more than 12 contact hours of continuing education activities required under this section may be completed in one day.

(f) If designated to provide teletherapy services, an applicant for renewal shall document completion of 6 contact hours in at least one of the teletherapy training topics under 12 AAC 18.111 (2). The 6 contact hours in teletherapy training may be used to satisfy the 45 contact hours required under 12 AAC 18.210(a) and (b).

### **Roll Call:**

Danielle LaFon, approved  
Angela Christiansen, approved  
Geoffry McCormick, approved  
Rachel Olson, approved

### **12 AAC 18.300 Scope of Teletherapy Practice and 12 AAC 18.310 Providing Teletherapy**

The board reviewed the language drafted from the board meeting held December 10-11, 2018. With no revisions or questions, the board made a motion to approve the drafted language to move forward for public comment.

**A motion duly made by Ms. Rachel Olson, seconded by Mr. Geoffry McCormick, and approved by unanimous consent, was:**

**Resolved to approve the language for 12 AAC 18.300 Scope of Teletherapy Practice and 12 AAC 18.310 Providing Teletherapy as approved at the board meeting held December 10-11, 2018 to move forward for public comment.**

**12 AAC 18.300. Scope of teletherapy practice.** The practice of teletherapy does not include functions or practices that are not within the training required for licensure under AS 08.95 and this chapter.

**12 AAC 18.310. Providing teletherapy.**

- (a) Before providing teletherapy, a licensee must determine that the client is intellectually, emotionally, and physically capable of using the technology and that the technology is appropriate for the needs of the client.
- (b) If a licensee or client determines teletherapy is not appropriate, the licensee must offer to refer the client to a clinician local to the client for in-person services. If the client refuses referral, the licensee must document the reasons for continuing to provide teletherapy.
- (c) For each teletherapy session, a licensee must verify the client's identity and record it in the client's file.

**Roll Call:**

Danielle LaFon, approved  
Angela Christiansen, approved  
Geoffry McCormick, approved  
Rachel Olson, approved

**12 AAC 18.990 (7) Definitions “Substance Abuse Education”**

The board reviewed the language drafted from the board meeting held December 10-11, 2018. With no revisions or questions, the board made a motion to approve the drafted language to move forward for public comment.

**A motion duly made by Ms. Angela Christiansen, seconded by Mr. Geoffry McCormick, and approved by unanimous consent, was:**

**Resolved to approve the language for 12 AAC 18.990 (7) Definitions as presented to the board on 1/28/2019 to move forward for public comment.**

**12 AAC 18.990. Definitions**

(7) “substance abuse education” means a structured educational experience such as a course, lecture, workshop, or other organized training that focuses on an overindulgence in or dependence on psychoactive substances, such as alcohol, marijuana, prescription drugs, pharmaceuticals, or illicit drugs, as it applies to social work practices;

(A) “psychoactive substance” is identified as a chemical substance that changes brain function and results in alterations in perception, mood, consciousness, cognition, or behavior.

(B) “behavioral addiction” is identified as a behavior that produces short-term reward that may create persistent behavior despite knowledge of adverse consequences and diminished control over the behavior.

**Roll Call:**

Danielle LaFon, approved  
Angela Christiansen, approved  
Geoffry McCormick, approved  
Rachel Olson, approved

**12 AAC 18.990 (9) Definitions “Synchronous” and 12 AAC 18.990 (10) Definitions “Teletherapy”**

The board reviewed the language drafted from the board meeting held December 10-11, 2018. With no revisions or questions, the board made a motion to approve the drafted language to move forward for public comment.

**A motion duly made by Ms. Angela Christiansen, seconded by Mr. Geoffry McCormick, and approved by unanimous consent, was:**

**Resolved to approve the language for 12 AAC 18.990 (9) Definitions and 12 AAC 18.990 (10) Definitions as presented to the board on 1/28/2019 to move forward for public comment.**

**12 AAC 18.990. Definitions**

(9) "synchronous" interaction means an interaction with the client occurring at exactly the same time during which the client and licensee are able to communicate using real-time;

(10) "teletherapy" means the use of audio, video, or data communications to perform functions or practices within the training required for licensure under AS 08.95 and this chapter.

**Roll Call:**

Danielle LaFon, approved  
Angela Christiansen, approved  
Geoffry McCormick, approved  
Rachel Olson, approved

**12 AAC \_\_\_\_\_ Board Member Absences**

The board reviewed the language drafted from the board meeting held September 13-14, 2018. With no revisions or questions, the board made a motion to approve the drafted language to move forward for public comment.

**A motion duly made by Ms. Angela Christiansen, seconded by Mr. Geoffry McCormick, and approved by unanimous consent, was:**

**Resolved to approve the language drafted for 12 AAC \_\_\_\_\_ Board Member Absences as presented to the board on 1/28/2019 to move forward for public comment.**

**12 AAC \_\_\_\_\_. BOARD MEMBER ABSENCES.**

(a) The board may recommend to the governor that a member be removed from the board if that member has had three or more unexcused absences from regularly scheduled board meetings during the member's term on the board.

(b) Before the close of each regularly scheduled board meeting from which a member has been absent, the board will determine on the record whether the member's absence from that meeting was excused or unexcused. An absence will be excused if it was approved by the chairperson of the board 30 days' prior to the scheduled meeting date or was due to an emergency.

**Roll Call:**

Danielle LaFon, approved  
Angela Christiansen, approved  
Geoffry McCormick, approved  
Rachel Olson, approved

**12 AAC 18.210(g) Continuing Education**

The board reviewed the language drafted from the board meeting held September 13-14, 2018. The language drafted would allow licensee's to obtain continuing education credit for professional ethics when attending board meeting(s).

Ms. Christiansen asked if board members would be allowed to claim the hours for the professional ethics. Ms. LaFon answered that, as board members are already compensated for serving on the board, they would not be eligible to claim the hours. Ms. Christiansen asked if the language should be drafted to exclude board members.

Jun Maiquis stated he would consult with the Department of Law regarding this as it would be a technical change.

**A motion duly made by Mr. Geoffry McCormick, seconded by Ms. Angela Christiansen, and approved by unanimous consent, was:**

**Resolved to approve the language for 12 AAC 18.210(g) Continuing Education as drafted during the board meeting held September 13-14, 2018 to move forward for public comment.**

**12 AAC 18.210. CONTINUING EDUCATION REQUIREMENT.**

(g)An applicant for renewal under this section may receive up to three (3) hours of professional ethics continuing education credit for attending up to 6 hours of a regularly scheduled board meeting once every biennial licensing period.

**Roll Call:**

Danielle LaFon, approved  
Angela Christiansen, approved  
Geoffry McCormick, approved  
Rachel Olson, approved

Jun Maiquis exited the meeting at 12:32p.m.

**Agenda Item #7** **Administrative Business**

**Correspondence:**

The board received correspondence from an applicant regarding additional documentation being requested due one or more “yes” answers being reported for the Professional Fitness Question(s) on the Initial Application. Ms. Christiansen questioned if this case was submitted to Investigations for review. Ms. Childress responded that supervisors have the chance to review “yes” answers on applications to approve; however, the board could send it to Investigations for further review. Ms. LaFon suggested that they request the original documentation from the applicant. Ms. LaFon suggested when documentation has been received, that the board should vote via OnBoard as to whether it would be pertinent to send documentation to Investigations or not.

**Board Member Appointments:**

Governor Dunleavy announced board appointments. Geoffry McCormick has been reappointed – his term was set to expire on March 01, 2019 and has been reinstated until March 01, 2022. Rachel Olson’s term expires on March 01, 2019 and Colleen Vague has been appointed in place as Public Member.

**Travel:**

The board discussed the upcoming New Board Member Training sponsored by the ASWB in March. The board determined Geoffry McCormick will be attending. Mr. McCormick had not heard back yet from the ASWB regarding reimbursement via scholarship funding. Mr. McCormick will reach out to the ASWB for a status update. The next new board member training will be in May/June and the board has elected to send Lisa Hay to this meeting. Ms. LaFon asked if the board would be able to send the new appointee Colleen Vague to the training to be held in May/June.

Angela Christiansen has requested to go to the 2019 Education Conference occurring on April 11-13, 2019. The board discussed the travel to this conference and approved Ms. Christiansen to attend.

**Meeting Dates:**

The board set tentative meeting dates as follows for the remainder of 2019:

- June 10-11, 2019
- September 16-17, 2019
- December 9-10, 2019

With no business to further discuss, the board elected to adjourn the meeting.

**Upon a motion duly made by Ms. Angela Christiansen and seconded by Mr. Geoffry McCormick, and approved by unanimous consent, it was:**

**RESOLVED to adjourn the Alaska State Board of Social Work Examiners.**

Adjourned at 1:01 p.m.

Respectfully Submitted By:



Lauren Osborn  
Occupational Licensing Examiner  
State of Alaska, DCCED, CBPL

10/28/2019  
Date



Danielle LaFon  
Board Chairperson  
Alaska State Board of Social Work Examiners

8/25/2019  
Date