

State of Alaska
DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT
DIVISION OF CORPORATION, BUSINESS AND PROFESSIONAL LICENSING

BOARD OF SOCIAL WORK LICENSE EXAMINERS
Minutes of the Meeting March 11, 2024

By the authority of AS 08.01.070(2) and AS 08.95.020, and in compliance with the provisions of AS 44.62, Article 6, the scheduled meeting of the Board of Social Work Examiners originated virtually via zoom.

Board Members Present Constituting a Quorum

Ann Applebee, Chair, Licensed Clinical Social Worker
Anne Wells, Licensed Clinical Social Worker
Amber Taylor, Licensed Master Social Worker

Board Members Absent

Sharon Woodward, Licensed Baccalaureate Social Worker
Stacey Stone, Public Member

Staff Members Present

Jeanne Pace, Program Coordinator I
Alyssa Castles, Occupational Licensing Examiner

Members of the Public Present

None

Agenda Item – Call to Order/Roll Call

The Chair brought the meeting to order at 8:58am

On record 8:58am

Agenda Item -- Review/Approve Agenda

No updates for the agenda item: Regulations Project.

In a motion duly made by Amber Taylor, seconded by Anne Wells with unanimous consent, it was resolved to approve the 3.11.2024 agenda as presented.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

Agenda Item – Ethics Disclosures

All members said they had no potential ethics conflicts to disclose.

Agenda Item – Introduction

Jeanne introduced the new occupational license examiner, Alyssa Castles.

Agenda Item – Annual Report

The board reviewed expectations for the annual report and delegated duties. The annual report will be submitted to publications at the end of May and submitted to the division before the end of June. Ann Applebee volunteered to write the section on board membership. Each board member plans to contribute to each section of the report and send their contributions to the board email, and the Occupational Licensing Examiner will compile board input and post on OnBoard for board review by May 15.

Ann Applebee, chair, discussed the live ASWB census. The census asks questions that may be used for adjusting the ASWB examination and provides 2 free Continuing Education Units to each social worker who submits their response. The board may not post affiliation links to the website, so the board will send a letter to the Alaska chapter of NASW and request dissemination to members. Ann volunteered to write a draft letter on behalf of the board for Alyssa to post to OnBoard for a vote. Ann will request approval from the board to share ASWB Census link/info with NASW-AK and the AKPA listserv.

Agenda Item – Division Report (Melissa Dumas)

a. 2nd Quarter Report FY2024

- a. Melissa reviewed upcoming potential legislative changes (HB 314) and potential impact on finances. Melissa pointed out that the social work program has received a 40% increase in applications since FY19. Board will review licensing fees before the next renewal (2026).

b. HB 314 Discussion

- a. Melissa summarized that HB 314 proposes to move investigative costs away from board expenditures, which would reduce program costs. Board requested that the letter of support be uploaded to OnBoard for all board member approval. Chair requested that the vote end Friday.

Upcoming travel:

Anne Wells registered for new board member training in June. Board also suggested that Alyssa attend an upcoming new board member training. Anne Wells is interested in attending the meeting of the delegate assembly in San Diego, Nov 7th, 8th and 9th (attended last year by Ann, Chair).

Agenda Item – Division Approval: Audits (Jeanne Pace)

Jeanne discussed division protocol changes. Random audits conducted after renewal previously required all certifications and documentation to come before the board for review. Now, only renewal audits of concern would come before the board. Random renewal audits that meet criteria will be processed by the division.

Renewal is aiming to open April 2. However, the division is only required to make renewal applications available 30 day prior to expiration of licensing period.

Board discussed the outstanding request that the CEU log be posted to the website for licensees to utilize for maintaining record of their CEUs. Alyssa mentioned needing to update Alaska Native specific culture CEUs through publications before posting to website. Chair affirmed.

Jeanne requested that board members send address updates to the division, so travel forms for board members can be filed accurately.

Agenda Item – Investigations (Jasmin Bautista)

Jasmin reviewed the investigation period from Dec 12, 2023, through Feb 26, 2024. This period has 8 open cases; and 3 cases closed this period.

Jasmin emailed out conflict checks for cases ready for review and reminders for cases currently under review, requesting attention from board members to those emails.

Chair called for break until 10:30am.

Off record 9:51 am

On record 10:30 am

In a motion duly made by Amber Taylor, seconded by Anne Wells with unanimous consent, it was resolved to move to executive session for Agenda Item: Legal.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

Off record 10:31 am

On record 10:40am

In a motion duly made by Anne Wells, seconded by Amber Taylor with unanimous consent, it was resolved to reconsider the audit for License 113489.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

In a motion duly made by Amber Taylor, seconded by Anne Wells with unanimous consent, it was resolved to approve the audit for License 113489.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

In a motion duly made by Anne Wells, seconded by Amber Taylor with unanimous consent, it was resolved to amend the agenda to review applications.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

In a motion duly made by Anne Wells, seconded by Amber Taylor with unanimous consent, it was resolved to move to executive session.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

Agenda Item – Application Review

Off record 10:45 am

On record 12:02 pm

break for lunch until 1:00pm.

Off record 12:02 pm

On record 1:00 pm

Agenda Item – Public Comment

No Public Members in attendance.

In a motion duly made by Amber Taylor, seconded by Anne Wells with unanimous consent, it was resolved to approve the alternate supervision request for Stephanie Blake.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

In a motion duly made by Amber Taylor, seconded by Anne Wells with unanimous consent, it was resolved to approve the application for LCSW by Credentials for 221107.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

In a motion duly made by Amber Taylor, seconded by Anne Wells with unanimous consent, it was resolved to approve the application for LMSW by Exam 210723.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

In a motion duly made by Amber Taylor, seconded by Anne Wells with unanimous consent, it was resolved to approve the application for LCSW by Credentials for 220455.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			

Anne Wells	X			
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In a motion duly made by Anne Wells, seconded by Amber Taylor with unanimous consent, it was resolved to approve the application for Alternate Supervision for Benjamin Dempsey.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

In a motion duly made by Anne Wells, seconded by Amber Taylor with unanimous consent, it was resolved to approve the application for Alternate Supervision for Emily Dixon.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

In a motion duly made by Anne Wells, seconded by Amber Taylor with unanimous consent, it was resolved to approve the application for LCSW by Credentials for 219558.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

In a motion duly made by Anne Wells, seconded by Amber Taylor with unanimous consent, it was resolved to approve the application for Alternate Supervision for Alina Krol.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

In a motion duly made by Anne Wells, seconded by Amber Taylor with unanimous consent, it was resolved to approve the application for LCSW by credentials for 219706.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

Agenda Item – Adjourn

In a motion duly made by Ann Wells, seconded by Amber Taylor with unanimous consent, it was resolved to adjourn the meeting at 1:05 pm.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

Off record 1:05pm

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Date final minutes approved by the board: <input type="checkbox"/> Board Meeting <input checked="" type="checkbox"/> Onboard	03/14/2024
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