

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

Alaska State Board of Social Work Examiners
March 3rd, 2017

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 March 3rd, 2017 in Anchorage, Alaska.

Friday March 3rd, 2017

Agenda item #1 Call to order:

This meeting was called to order by Chairperson Danielle LaFon at 8:30AM.

Roll call:

Danielle LaFon, Chairperson

Angie Christiansen

Laura Thiesen

Rachel Olson – arrived at 8:51amAM

Board staff:

Chelsea S Childress, Licensing Examiner – joined via teleconference.

Public Guests:

George Girod

Lorraine Jaeger-Kirsch

Agenda Item #2 Review Agenda

Changes were discussed among the Board to add discussion of Travel to the ASWB Spring Education Conference under 'New Business' and discussion of Telehealth under 'Old Business'.

Additionally, the Board recognizes the higher demand for Executive Staff during Legislative Session and discussed moving the Division Update from 10AM to 11AM to ensure presentation of the FY17 Board Reports from Director Hovenden.

A motion duly made by Ms. Laura Thiesen, seconded by Ms. Angie Christiansen, and approved by unanimous consent, was:

Resolved to approve the agenda as amended.

Agenda item #3: Administrative Business

Ethics report:

There were no ethics conflicts to report.

Review Meeting Minutes:

The Board reviewed the drafted minutes presented in the Board Book and noted minor corrections to the minutes. The noted revisions were in regards to punctuation, spelling, and verbiage used.

A motion duly made by Ms. Laura Thiesen, seconded by Ms. Angie Christiansen, and approved by unanimous consent, was:

Resolved to accept the December 1st and 2nd, 2016 minutes as amended.

Ms. Childress shall mail the revised final minutes to Chairperson Danielle LaFon to sign and return. Upon receipt of the signed minutes, Ms. Childress will post them to the State of Alaska Board of Social Work Examiners webpage.

Laura Thiesen inquired about the wall certificates, and if they have been delivered. Ms. Childress received the Wall Certificates in January and they have been forwarded to the appropriate recipients.

Liaison and Conference Report:

Ms. LaFon noted presentation to the 2017 UAA MSW Students in February 2017 regarding licensing requirements and regulations.

Ms. Thiesen noted we don't currently have a Liaison with the National Association of Social Workers, but she is willing to assume the role.

FY 17 Task List:

Laura Thiesen commented on the Task List for FY17 – specifically #6.

The Board will hold a minimum of three face-to-face meetings in FY 2016 – additional meetings may be held as needed.

We aren't currently meeting #6 of our goals and objectives – currently we're holding 1 in-person meeting per year. Other than this item, the Board is meeting the outlined goals and objectives.

Correspondence:

The Board was presented an inquiry regarding licensing and the eligibility for a Master's in Education and Psychology from the University of London, UK. The Board discussed the inquiry and that they cannot determine the degree equivalency for licensure. The individual must seek assistance from an outside facility that completes degree audit's for comparing degree equivalency. One widely used equivalency service is the CSWE International Social Work Degree Recognition and Equivalency Service.

Per Sec. 08.95.110 – the individual applying for licensure must have received a bachelors, masters or doctoral degree in social work (depending on the level of licensure they are applying for) from a college or university, approved by the board.

The Board was joined by Rachel Olson at 8:51 am. There was confusion in the meeting start time due to historic information and meetings generally scheduled at 9AM.

The Board reviewed an alternate plan of supervision request submitted by Amy McCord in regards to the supervision requirements and having 100 supervision hours equally distributed among the 2 year, 3,000 hour requirement.

The Board determined that they held the authority to approve a request for an alternate plan of supervision per 12 AAC 18.115(e).

12 AAC 18.115. SUPERVISION OF EXPERIENCE FOR CLINICAL SOCIAL WORK LICENSE.

(e) For good cause shown to the board's satisfaction, the board will accept an alternate plan of supervision that varies from the requirement of this section, if the applicant

(1) submits the alternate plan in writing to the board; and

(2) receives approval of the alternate plan by the board before the applicant begins the alternate supervised experience.

Upon a motion duly made by Ms. Thiesen and seconded by Ms. Christiansen, and approved by unanimous consent, it was:

RESOLVED to approve the alternate supervision request submitted by Amy McCord.

Agenda Item #4 Investigative report

Investigative Report initially scheduled for 9:45AM - the Board was notified Sr. Investigator Kennedy would be in court all day, and would not be able to provide the Investigative Report. Anchorage Staff informed the Board they would try to find another investigator to go over the report, but investigator availability is currently limited. The Board planned on reviewing the report on their own.

The Board was joined by Chief Investigator Birt at 8:55AM.

Chief Birt reviewed the investigative report for the period of December 1st, 2016 through February 15th, 2017. The Division opened three (3) matters and closed one (1) matter; four (4) matters remain ongoing and under review. The probationary portion remains unchanged with two (2) cases to report; one in compliance and one on hold.

Agenda item #5 New Business

Travel:

In 2016, the Board determined that Laura Thiesen would be traveling to the ASWB Spring Education Conference in April, 2017. Ms. Thiesen was already planning on attending the conference and suggested having Angela Christiansen go on behalf of the Board instead. The Board agreed that Ms. Christiansen should attend the conference instead. Ms. Childress noted she would work on submitting a travel request for approval.

Agenda item #8 Application review

At 9:10AM, the Board was joined by Paralegal Marilyn Zimmerman for discussion of Consent Agreement terms and noncompliance with CE Audits. Ms. Zimmerman explained that there are two options in moving forward; the Board can either issue a civil fine or a consent agreement. With issuing a civil fine, there are fines due without having disciplinary action against the licensee; with issuing a consent agreement, there is a disciplinary action, fines due, and any other conditions the Board wants to include.

It was determined that, historically, the Board has issued a consent agreement with the licensee under the conditions of two (2) mandatory biennial audits, fines of \$100 per missing CEU, and suspension of a license until the CEU's are submitted and voted as approved by the Board.

The Board was in unanimous agreement to issue consent agreements for these individuals.

The Board entered executive session at 9:17AM

The Board exited executive session at 9:21AM

Agenda item #6 **Old Business**

Telepractice:

Ms. Thiesen informed the Board that the subcommittee, including herself and Ms. Christiansen, were not able to meet due to incorrect contact information and being unable to reach one another. The subcommittee formed a plan to meet in April, 2017.

The Board discussed the implementation guide and forming a draft of regulations. The December 2016 Board Book included correspondence on language developed by the Marital and Family Therapist Board, as well as examples for multiple out-of-state Social Work regulatory boards. The Board noted they liked the language developed by the MFT Board, with revisions such as changing verbiage, etc. to correspond with Social Work. There was also discussion about incorporating some language from the *National Association of Social Workers and Association of Social Work Boards Standards for Technology and Social Work Practice*.

The Board discussed having each of us work on drafting some language or suggestions on top of the subcommittee meeting in April. It was determined that there would be a teleconference scheduled for May 23rd, 2017 from 9am – 12pm, for the purpose of discussing the regulations project in accordance with SB 74 relating to telepractice.

Break at 10:20AM

Return from break at 10:24AM

Agenda item #7 **Division update**

The Board was joined by Director Janey Hovenden at 11AM.

Ms. Hovenden went over the FY17 Quarter 1 & 2 financial report. The report noted a surplus of 139,000 – which is supposed to cover the Boards expenses through the biennial cycle (07/01/2016 - 06/30/2018).

Licensing Examiner Chelsea Childress asked a clarifying question, “Regarding the expenditures coded for Overtime, I don’t remember coding any overtime to the Social Work Board when I submitted my timesheets, or having the option to code overtime to a specific board. All overtime I’ve completed should be coded to the Medical Board for extra hours worked during the preceding renewal period.”

Ms. Hovenden noted that she would follow up with Financial Officer Martha Hewlett in regards to the expenditures report to ensure all Overtime costs are being allocated to the appropriate board.

Agenda item #8 **Application review**

The Board continued with application review.

Break for lunch at 11:30 PM
Back on record at 12:55 PM

Upon return from lunch, the Board continued with application review.

Agenda Item #9 Public Comments

The Board had one individual present for the public commenting period.

Ms. Jaeger-Kirsch was given the floor at 1pm. She presented concerns regarding her 2016 Renewal Audit and the delay in completing her audit. Ms. Jaeger-Kirsch stated she submitted all renewal requirements in November, 2016 and brought printed correspondence in correlation with her timeline of events. Ms. Jaeger-Kirsch also noted her frustration with Division Staff, supervisors, and lack of response in daily correspondence/notification. Ms. Thiesen noted that Ms. Childress, licensing examiner, offers administrative support for multiple license types and it is unrealistic to expect daily communication or correspondence to occur with every applicant.

Ms. Childress commented on the sequence of events in correlation to her documented emails. The licensee was notified of incompleteness due to the missing CEU log in September; the Audit packet was determined complete by Division Staff (still requiring board review) in October. The Board reviewed the audit during the meeting held December 1st and 2nd, 2016; the packet was determined incomplete due to deficient cross cultural and substance abuse requirements. The remaining CEU's were submitted December 15th and Ms. Jaeger-Kirsch's audit was scheduled to be reviewed in March 2017.

Ms. Thiesen pulled Ms. Jaeger-Kirsch's audit packet from the files for review, and began reviewing the documentation. Upon further deliberation, the Board determined that the DSM/TB courses do not meet the substance abuse criteria; however, the certificate of completion submitted in December will be accepted for the missing credit in the Cross Cultural relating to Alaska Natives category. Please note the Substance Abuse hours are still missing.

The Board entered executive session at 1:19PM

The Board exited executive session at 1:27PM

While reviewing applications the Board held discussion regarding insufficient audit submissions and the requirements for the licensees. The Board determined that, if the audit submission is insufficient and additional continuing education credit hours must be accrued to comply with renewal requirements, then the licensee must resubmit a revised renewal application indicating the appropriate Statement of Compliance (provided below).

- Continuing Education Completed During 07/01/2014 – 06/30/2016, and/or after 07/01/2016**
I certify that during the concluding licensing period of July 1, 2014 through June 30, 2016 OR on or after July 1, 2016, but prior to submitting this renewal application, I have successfully completed all of the required hours of continuing education as appropriate. I understand that any hours claimed to meet this requirement may not be used for any future renewal period.

Upon a motion duly made by Ms. Thiesen and seconded by Ms. Christiansen, and approved by unanimous consent, it was:

RESOLVED to approve the alternate supervision request submitted by Amy McCord.

Alaska State Board of
Social Work Examiners
March 3rd, 2017
Break at 3:05 PM
Back on record at 3:14 PM

Upon return from break, the Board continued with application review.

The Board entered executive session at 3:18PM
The Board exited executive session at 3:28PM

Upon a motion duly made by Ms. Thiesen and seconded by Ms. Christiansen, and approved by unanimous consent, it was:

RESOLVED to approve the following applications for licensure in Alaska:

Clinical Social Work by Exam

Markia Anderson
Michael Brown
Christine Forgione
Tammy Guiler
Jordan Tabb

Clinical Social Work by Credentials

Alisa Gray
Lykia Lorenz
Becky Pletzer
Jed Rigby

Reinstatement - Clinical Social Work
Shannon Sorensen

Master Social Work by Exam
Megan Gooding
Rachel Oum

Baccalaureate Level by Exam
Alyssa Leier
Christine Schut

CEU Providers
NAMI Juneau Inside Passages - renewal
(ARC) Attachment, Self-Regulation and Competency
Trauma 101

Extensions & Supervision Requests
Rachel Brown

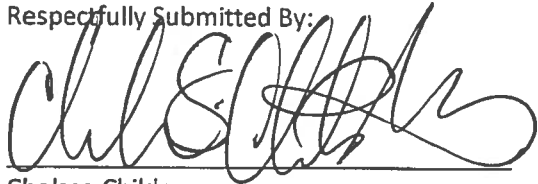
Alaska State Board of
Social Work Examiners
March 3rd, 2017
Audits
Mutale Bingley
Cindy Greer
Nancy Kirchoff

Upon a motion duly made by Ms. Thiesen and seconded by Ms. Christiansen, and approved by unanimous consent, it was:

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

Adjourned at 3:50 PM

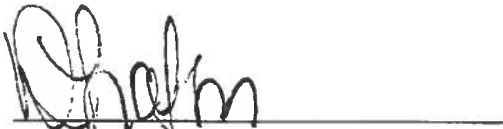
Respectfully Submitted By:



Chelsea Childress
Occupational Licensing Examiner
State of Alaska, CCED

6-5-17

Date



Danielle LaFor
Board Chairperson
Alaska State Board of Social Work Examiners

5 June 2017

Date