

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

4  
5 Alaska State Board of Social Work Examiners  
6 June 15<sup>th</sup>, 2018  
7

8 By Authority of AS 08.01.070(2) and in compliance with the provisions of AS 44.62, a regularly scheduled meeting of the  
9 Alaska State Board of Social Work Examiners was held Friday, June 15<sup>th</sup>, 2018 at 333 Willoughby Ave. 9<sup>th</sup> Floor Conf.  
10 Rm. C, Juneau, Alaska 99801 via teleconference.

11 Friday June 15<sup>th</sup>, 2018

12  
13 Agenda item #1 Call to order/Roll Call

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

15 Board Members present, constituting a quorum:

16 Danielle LaFon, LBSW, Chairperson

17 Geoffrey McCormick, LMSW

18 Lisa Hay, LCSW – Joined meeting at 8:58 AM.

19 Rachel Olson, Public Member  
20

21 Board Members absent:

22 Angie Christiansen, LCSW, Vice Chairperson – Absent  
23

24 Division Staff present were:

25 Chelsea S Childress, Records and Licensing Supervisor  
26

27 Agenda Item #2 Review Agenda

28 The board reviewed their meeting agenda. The board had no revisions or suggestions for the agenda presented.  
29

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

32 *Resolved to approve the agenda as presented.*  
33

34 Agenda Item #3 Ethics report

35  
36 There were no ethics conflicts to report.  
37

38 Agenda Item #4 Welcome New Board Member Geoffrey McCormick

39  
40 Mr. McCormick introduced himself as a new board member and was welcomed to the Board.  
41

42 Lisa Hay joined the meeting at 8:58 a.m.  
43

44 Agenda Item #5 OnBoard and Board Training

45  
46 Ms. Childress provided a brief overview and tutorial for using OnBoard. OnBoard is a secured electronic platform being  
47 utilized to conduct board business in a confidential manner.  
48

49 Agenda Item #6 Division Update

50  
51 Division Director, Janey McCullough and Accountant III, Marylene Wales joined the meeting via telephone at 9:02 AM.

52  
53 Ms. McCullough and Ms. Wales provided an overview for the FY18 Qtr 3 financial report and delivered the Board's  
54 updated expense reports. Ms. LaFon inquired regarding Code 3035 "Long Distance" expenses. Ms. LaFon inquired  
55 whether the Division has identified any proposals for how to address the Sunset Audit findings in regard to a licensee  
56 being issued an unauthorized license. It was determined that a letter will be sent to the licensee notifying her of the issue.  
57 Ms. LaFon requested that a representative from the Division first notify the licensee via telephone then send a certified  
58 letter. It was determined that the investigations department will manage this issue.

59  
60 Ms. McCullough and Ms. Wales exited the meeting at 9:19 AM.

61  
62 Agenda Item #7 Investigative Report

63  
64 Jasmine Boutista joined the meeting at 9:20 AM in place of Autumn Roark to present the investigative report.

65  
66 As of 5/22/2018 there were four (4) matters opened and two (2) matters closed. Eight (8) matters remain ongoing and  
67 under active investigation.

68  
69 Ms. LaFon inquired about the standard timeframe for investigations. Jasmine reported that there are many factors  
70 affecting the timeframe including whether the licensee lives out of state, cannot be reached, or if they are waiting to  
71 receive documents from other agencies. Jasmine reported that priority cases should be completed within 6 months to 1  
72 year but otherwise there is no specific timeframe.

73  
74 Ms. Hay inquired whether one of the closed cases was a case that she reviewed. Jasmine reported that she wasn't sure of  
75 specific cases and will request that Autumn follow up with Ms. Hay.

76  
77 The board had no further questions.

78  
79 Ms. Boutista exited the meeting at 9:27 AM.

80  
81 Ms. LaFon requested that a flow chart for investigation procedures be developed, if not already developed, and forwarded  
82 to the board for reference. Ms. Childress informed the board that a flowchart has already been developed and will be  
83 provided for the board's review during a subsequently scheduled board meeting.

84  
85 Agenda Item #8 Review Minutes

86  
87 The board reviewed the drafted minutes presented for the board meeting conducted on March 13<sup>th</sup>, 2018 in Anchorage,  
88 Alaska. Ms. Hay inquired about revisions that she had previously requested. Ms. Childress reported that she was unable  
89 to confirm the requested revisions based on her meeting notes. Ms. LaFon requested that Ms. Childress listen to the  
90 meeting audio recording again to ensure the minutes are accurate or need to reflect Ms. Hay's request. Approval for the  
91 March 13<sup>th</sup>, 2018 meeting minutes was tabled pending confirmation of the revisions requested by Ms. Hay's being  
92 completed.

93  
94 Agenda Item #9 Application Review

95  
96 The board began application review.

97  
98 *Upon a motion duly made by Ms. Hay, seconded by Mr. McCormick, and approved by unanimous consent, it was:*

99  
100 ***RESOLVED to approve the following applications for licensure in Alaska:***

101  
102 License Applications  
Christina Ireton

Erik Christiansen  
Jennifer Krick  
Ramon Gutierrez  
Zachary Hicks  
Daniel Gladden  
Gerald Nicklen  
Stacey Price  
Tiffany Hendricks-Becker  
Anna Sterner

CEU Providers

Inside Passages Speaker Series – April #16662  
Inside Passages Speaker Series – February #16661  
Inside Passages Speaker Series – March #16663  
AWARE Workshops #16699

Supervision Requests

Geoffrey McCormick, Distance In-Person Supervision  
Rebecca Moon, Distance In-Person Supervision  
Margaret Kugzruk, Alternate Plan of Supervision

Exam Extensions

Jason Smith

103

104

Agenda Item #10                      Lunch Break

105

106

The board started lunch at 11:30 AM.

107

The board returned from lunch at 12:31 PM.

108

109

Agenda Item #11                      New Business

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111

Position Statements:

112

113

The board reviewed the position statement regarding behavioral addiction presented by Ms. Childress. The board held a discussion regarding behavioral addiction versus substance abuse. Ms. LaFon referenced the provided definition in the Alaska Social Work Examiners Statutes and Regulations. Ms. Childress will provide further clarification regarding what is considered substance abuse education in a position statement. This position statement will be presented at a subsequently scheduled board meeting. The board discussed whether tobacco use was considered substance abuse; Ms. Childress will work on submitting a request for proposed regulations to Jun Maiquis regarding the steps for adding definitions under substance abuse education for “psychoactive” and “behavioral addiction.”

119

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

121

122

***RESOLVED to approve the position statement regarding behavioral addiction.***

123

124

The board reviewed the position statement regarding Incomplete Documentation w/ Notary Seal Requirements presented by Ms. Childress.

125

126

*Upon a motion duly made by Ms. Olson, seconded by Ms. Hay, and approved by unanimous consent, it was:*

127

128

129

130 ***RESOLVED to approve the position statement regarding Incomplete Documentation w/ Notary Seal***  
131 ***Requirements.***

132 The board reviewed the position statement regarding CONTINUING EDUCATION – Change in Instructor Credentials  
134 presented by Ms. Childress.

135  
136 ***Upon a motion duly made by Ms. Olson, seconded by Ms. Hay, and approved by unanimous consent, it was:***

137  
138 ***RESOLVED to approve the position statement regarding CONTINUING EDUCATION – Change in***  
139 ***Instructor Credentials.***

140  
141 The board reviewed the position statement regarding Requests for Exam Extensions presented by Ms. Childress. Ms.  
142 LaFon requested that Ms. Childress make note of the time requirements from board staff for multiple exam extensions for  
143 licensees for future regulation project discussions.

144  
145 ***Upon a motion duly made by Ms. Olson, seconded by Ms. Hay, and approved by unanimous consent, it was:***

146  
147 ***RESOLVED to approve the position statement regarding Requests for Exam Extensions.***

148  
149 Ms. Childress presented position statement regarding Continuing Education offered by Behavioral Health Boards. The  
150 board expressed concerns regarding setting limited continuing education providers/organizations. Ms. Childress offered  
151 to adjust the language to “included but not limited to.” Ms. LaFon and Ms. Hay agreed with adding this language. Ms.  
152 Childress expressed concern for possible errors that may have negative ramifications for licensees. Ms. LaFon cited Sec.  
153 08.95. 040(b) in the Alaska Board of Social Work Examiners Statutes and Regulations; the board could work towards  
154 developing an education committee who would advise the board on continuing education matters. Ms. Hay requested the  
155 position statement presented be adjusted to reflect “education related to social work practice.” The board elected to table  
156 the position statement regarding Continuing Education offered by Behavioral Health Boards until it can be revised and  
157 presented to the board at a subsequently scheduled board meeting.

158  
159 **ASWB Spring Education Meeting and ASWB Executive Leadership Training Reports:**

160  
161 Ms. LaFon presented to the board regarding the Association of Social Work Boards spring education conference. The  
162 conference focused on developing licensure mobility. Ms. LaFon provided the tool kit cards that were used at the  
163 conference. Ms. LaFon expressed concern for financial vulnerability for licensees when attempting to obtain licensure;  
164 lengthy delays in obtaining license in the state they are moving to, inability to begin work until licensed, etc. If obtaining  
165 licensure is too difficult it may prevent social workers for moving to Alaska for jobs. One way to combat licensing issues  
166 or low licensure numbers is to market the social work board. British Columbia markets their board through Facebook; it  
167 gives licensees a platform of where to get information. They have a “highlighted regulation of the month” that improves  
168 licensee awareness of regulations. They report only positive feedback associated with their Facebook account. The Chair  
169 meets with their OLE quarterly to identify monthly statements/positions for the account. For example – social work  
170 month – all the posts for that month will be related to that topic. This platform can be used to increase licensure and  
171 awareness of licensing requirements. This can also be used to clarify licensed practice versus unlicensed practice for  
172 politicians, the media, the public, consumers, etc. Other states reported increasing licensure by having their licensing staff  
173 meet with HR recruiters to discuss the importance of hiring licensed employees; employer safety, increased ethics,  
174 professionalism, etc. Ms. Childress reported that she is not sure if the Division would be supportive due to uncontrolled  
175 environments and possible negative feedback. Ms. LaFon offered to help draft a proposal for the Division.

176  
177 Ms. Childress presented to the board information obtained at the ASWB Executive Leadership training. Ms. LaFon  
178 expressed the desire to increase the Board’s professionalism and encourage licensees to attend board meetings. The board  
179 could achieve this by offering continuing education credit for ethics education for individuals attending board meetings. If  
180 licensees begin to attend meetings, the board will need to adopt an attitude of professionalism to improve public  
181 perception; the Chair will need to start holding people accountable for issues that arise during meetings (absences,  
182 tardiness, cellphone use, etc.). Moving forward the board will need to develop a practice policy for expectations of board  
183 members. This can help the Governor’s office with recruitment; potential board members should be fully advised of the

184 commitment required to be on the board; taking time off of work, traveling, time away from families, ongoing board  
185 business, etc. Licensees shouldn't have to suffer because board members are too busy to address board business. This  
186 can be used as a sustainability plan for when new members are recruited.

187  
188  
189 Agenda Item #12 Annual Report

190  
191 The board reviewed the annual report. Ms. LaFon noted that Mr. McCormick will need to be added to the list of board  
192 members in the annual report.

193  
194 *A motion duly made by Mr. Geoffry McCormick, seconded by Ms. Lisa Hay, and approved by unanimous consent, was:*

195  
196 *Resolved to approve the 2018 Alaska Board of Social Work Examiners Annual Report pending corrections made*  
197 *and final review by the board chair.*

198  
199 Agenda Item #13 Public Comment

200  
201 Public comment was opened at 1:30 PM.

202  
203 With no persons present for public comment the board continued with board business.

204  
205 Agenda Item #14 Old Business

206  
207 Pending Legislation - Update:

208 Ms. Childress provided the board with an update on pending legislation. The board had no questions at this time.

209  
210 Proposed Regulation Changes - Update:

211 Ms. Childress provided the board with an update on proposed regulation changes. The board had no questions at this  
212 time.

213  
214 Agenda Item #15 Administrative Business

215  
216 Meeting Dates:

217  
218 As previously determined, the next board meeting is scheduled for September 13<sup>th</sup> and 14<sup>th</sup>, 2018.

219  
220 Correspondence:

221  
222 Ms. Childress presented a correspondence inquiry from Lisa Larson, LBSW. Ms. Larson inquired about whether her  
223 coursework for a class titled "Rehab 602" would be considered as substance abuse continuing education credits. The  
224 board discussed the correspondence and upon review of the prep guide the board determined that the type of information  
225 delivered and the amount of coursework did fulfill the requirements for substance abuse continuing education.

226  
227 *A motion duly made by Ms. Lisa Hay, seconded by Mr. Geoffry McCormick, and approved by unanimous consent, was:*

228  
229 *Resolved to approve the continuing education request by Lisa Larson for six (6) substance abuse CE's and nine*  
230 *(9) general CE's for coursework completed under the University course titled "Rehab 602."*

231  
232 Ms. Childress presented correspondence from Curt Pollock for PhD Coursework. Mr. Pollock inquired about whether his  
233 coursework could be utilized for the 2018 renewal period; previously approved for 2014-2016 renewal period however  
234 due to delays on the board's behalf Mr. Pollock was unable to utilize the coursework. Mr. Pollock is requesting that the  
235 coursework be reconsidered for the 2018 renewal period. The board determined that due to regulatory restrictions the  
236 board is not authorized to approve Mr. Pollock's request; continuing education must be obtained during the concluding  
237 licensing period. Ms. LaFon addressed the board – this should be a learning lesson for the board, delayed voting can

238 negatively impact our licensees. Ms. Hay agreed that this practice makes the board look bad. Ms. LaFon clarified that  
239 although Mr. Pollock cannot use coursework from the 2014-2016 renewal period, he may submit a new request to use  
240 coursework completed during the 2016-2018 renewal period for up to 15 general CE's. Ms. LaFon requested that Ms.  
241 Childress contact Mr. Pollock as soon as possible so that he may submit a new request before license renewal.

242  
243 *A motion duly made by Ms. Rachel Olson, seconded by Mr. Geoffry McCormick, and approved by unanimous consent,*  
244 *was:*

245 *Resolved to deny the continuing education request by Curt Pollock as currently presented to the board.*  
246

247 Ms. Childress presented correspondence from Fennisha Gardner for request to approve continuing education for Medical  
248 Child Abuse Evaluation for 12 general credits. The board reviewed the request from Ms. Gardner and determined that  
249 this does meet the general CEU requirements.

250  
251 *A motion duly made by Ms. Rachel Olson, seconded by Ms. Lisa Hay, and approved by unanimous consent, was:*

252  
253 *Resolved to approve the continuing education request by Fennisha Gardner for twelve (12) general education*  
254 *CE's for course titles "Medical Child Abuse Evaluation."*  
255

256 **Wall Certificates:**

257  
258 Ms. Childress reported that she is currently awaiting to receive the signed wall certificates from Ms. Christiansen. These  
259 are expected to arrive in the Division of CBPL's office soon. Upon receipt of the signed wall certificates, Ms. Childress  
260 will mail the certificates to the appropriate licensees.

261  
262 **Travel:**

263 Ms. Childress inquired whether the board would support sending her to the 2018 Council on Licensure, Enforcement &  
264 Regulation (CLEAR) Annual Education Conference. Ms. Childress confirmed that the CLEAR Conference is not  
265 reimbursed therefore the cost of attendance will be at the board's expense. Ms. LaFon admitted being conservative with  
266 the board's budget but stressed the importance of supporting our staff with educational opportunities. The board agreed to  
267 include the CLEAR Conference in the annual budget and are in favor of sending Ms. Childress to the conference.

268  
269 Ms. Childress will research whether the board can have a 3-day meeting in September in order to develop board  
270 expectations and other housekeeping items. Ms. Childress will research whether the board can have weekend meetings to  
271 prevent board members from having to take time off of work to attend meetings.

272  
273 Ms. LaFon noted that, with new board member appointments, three of our five board members are located in Fairbanks,  
274 Alaska. Ms. LaFon asked Ms. Childress to conduct a cost analysis for travel to Anchorage versus travel to Fairbanks for  
275 board meetings. Ms. Childress noted that historically the board had incurred expenses to reserve a meeting space for board  
276 meetings held in Fairbanks, however, if they could utilize a cost-free meeting space, the travel expenses would most likely  
277 be cheaper for travel to Fairbanks than to Anchorage.

278  
279 In an effort to be fiscally conservative, the board unanimously agreed they should be utilizing the most cost-effective  
280 location.

281  
282 In addition, the board unanimously agreed that the cost analysis would determine the location of the board meeting  
283 scheduled for September 13-14, 2018.

284  
285  
286 **Agenda Item #16 Meeting Adjourned**

287  
288 With no further business to discuss, a motion was made to adjourn the meeting.

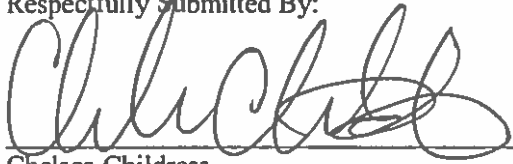
289  
290 *Upon a motion duly made by Ms. Lisa Hay and seconded by Ms. Olson, and approved by unanimous consent, it was:*  
291

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

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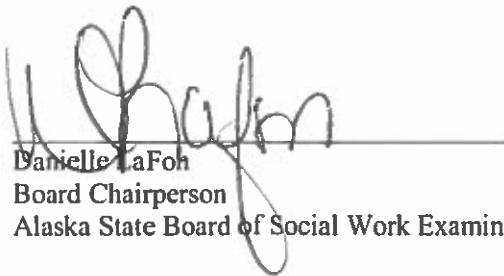
**Adjourned at 4:28 PM**

Respectfully Submitted By:



Chelsea Childress  
Records and Licensing Supervisor  
State of Alaska, CCED

12/13/2018  
Date



Danielle LaFon  
Board Chairperson  
Alaska State Board of Social Work Examiners

12/10/2018  
Date