

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

Alaska State Board of Social Work Examiners
May 23, 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 **May 23, 2019**. The meeting was held via teleconference originating at **333 Willoughby, 9th Floor, Conf. Room D, Juneau, AK 99801.**

May 23, 2019

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

This meeting was called to order by Chairperson **Danielle LaFon** at **10:59AM**.

Board Members present, constituting a quorum:

Danielle LaFon, Licensed Baccalaureate Social Worker, Chairperson
Geoffry McCormick, Licensed Master Social Worker
Mindy Swisher, Licensed Clinical Social Worker
Colleen Vague, Public Member

Division Staff present were:

Lauren T. Osborn, Occupational Licensing Examiner

Agenda Item #2 **Review Agenda**

Danielle LaFon asked that there be time added to the end of the meeting to ask clarifying questions regarding an applicant. Geoffry McCormick mentioned that he would be leaving the meeting at 12:00PM.

A motion duly made by Mr. Geoffry McCormick, seconded by Ms. Mindy Swisher, and approved by unanimous consent, was:

Resolved to approve the agenda as amended.

Agenda Item #3 **Regulation Check-In**

The board received many written comments regarding the proposed regulation changes public noticed on March 28, 2019. The board stated that due to the volume of comments received – there was not adequate time to review thoroughly and amend the regulations appropriately. Ms. LaFon suggested tabling discussion of the proposed regulations and comments until the in-person meeting tentatively scheduled for July 8-9, when the board members could sit face-to-face to facilitate better discussion.

A motion duly made by Ms. Mindy Swisher, seconded by Ms. Colleen Vague, and approved by unanimous consent, was:

Resolved to table the Regulations Check-In until the meeting tentatively scheduled for July 8-9, 2019.

Board Members present, constituting a quorum:

Danielle LaFon, LBSW, Chairperson

Geoffry McCormick, LMSW

Mindy Swisher, LCSW

Colleen Vague, Public Member

With time before Continuing Education Audit agenda item, the board began reviewing the 2019 Annual Report.

Agenda Item #4 Continuing Education Audit

Paralegal, Marilyn Zimmerman joined the meeting at 11:30AM.

A motion duly made by Ms. Colleen Vague, seconded by Ms. Mindy Swisher, and approved by unanimous consent, was:

Resolved to enter Executive Session at 11:30AM in accordance with 44.62.311(c) for the purposes of discussing Continuing Education Audit. Board staff to remain present: Lauren Osborn and Marilynn Zimmerman.

A motion duly made by Ms. Colleen Vague, seconded by Mr. Geoffry McCormick, and approved by unanimous consent, was:

Resolved to exit Executive Session at 11:44AM.

Ms. Osborn conducted a roll-call upon exiting executive session.

Board Members present, constituting a quorum:

Danielle LaFon, LBSW, Chairperson

Geoffry McCormick, LMSW

Mindy Swisher, LCSW

Colleen Vague, Public Member

Division Staff present were:

Lauren Osborn, Occupational License Examiner

A motion duly made by Mr. Geoffry McCormick, seconded by Ms. Mindy Swisher, and approved by unanimous consent, was:

Resolved to enter a consent agreement and conduct a board interview with Sherry Byers (CSWS176).

Paralegal, Marilyn Zimmerman exited the meeting at 11:45AM

With time before the Online Applications – Live agenda item, the board continued reviewing the 2019 Annual Report. Ms. LaFon mentioned formatting issues on two pages of the report with some spelling and grammatical errors. Ms. Swisher noticed additional formatting issues on an additional two pages. The board paused the discussion here to move on to discuss the Online Applications with Chelsea Childress.

Agenda Item #5 **Online Applications – Live**

Records and Licensing Supervisor, Chelsea Childress joined the meeting at 11:52AM.

Ms. Childress has been working diligently for over a year on creating and testing Online Applications for all six license types: Clinical by Examination, Clinical by Credentials, Masters by Examination, Masters by Credentials, Bachelors by Examination, and Bachelors by Credentials. The applications submitted online automatically fields missing information and receipts. This will eliminate man hours and improve the accuracy.

Launching online initial applications will provide a variety of benefits, including eliminating the time invested by division staff in data entry and receipt processing. Additionally, launching online initial applications will ensure ease of use for our applicants. Upon submitting the application online, applicants will immediately be provided with an outline for what items are already received, and what items are missing/incomplete.

This project is supportive of the Division's initiative to continue facilitating a paperless era. Launching online initial applications will ultimately strengthen the efficiency, processes, customer service and response time within our division.

Records and Licensing Supervisor, Chelsea Childress exited the meeting at 12:02PM.

Geoffry McCormick exited the meeting at 12:04PM.

Agenda Item #6 **2019 Annual Report**

The board resumed reviewing the 2019 Annual Report as presented. Ms. LaFon suggested adding the current regulation project information.

Upon a motion duly made by Ms. Colleen Vague and seconded by Ms. Mindy Swisher, and approved by unanimous consent, it was:

RESOLVED to approve the 2019 Annual Report as amended.

Ms. LaFon asked for clarification on a ballot submitted for online review. Ms. LaFon wondered why the board was reviewing a renewal when the examiner usually reviews and approves these applications. Ms. Osborn explained that, typically, that is the case with renewals; however, the license lapsed during 2016 and this applicant submitted a CEU log with certificates when not under audit showing proof of meeting the renewal requirements.

With time remaining, the board discussed multiple comments made towards the proposed regulations and possible revisions to make to the regulations. The board also briefly discussed minor grammar corrections to some sections.

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The board recommended that they revisit the continuing education requirements for teletherapy as they do not wish to make it more difficult for applicants to obtain licensure.

The board received several comments regarding the changes being made to the definition of "substance abuse." Ms. LaFon clarified the change was intended to differentiate behavioral addiction from substance addiction. Ms. Osborn suggested that an FAQ type letter be made in response to the comments received. Ms. LaFon elected to draft the letter to present at the board meeting tentatively scheduled for July 8-9, 2019.

Upon a motion duly made by Ms. Mindy Swisher and seconded by Ms. Colleen Vague, and approved by unanimous consent, it was:

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

Adjourned at 1:00 p.m.

Respectfully Submitted By:



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

10/25/2019

Date



Danielle LaFon
Board Chairperson
Alaska State Board of Social Work Examiners

8/25/2019

Date