

**STATE OF ALASKA  
DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT  
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING  
BOARD OF SOCIAL WORK EXAMINERS**

**MINUTES OF MEETING  
January 22, 2007**

By authority of AS 08.01.070(2) and in compliance with the provisions of AS 44.62, Article 6, a scheduled meeting of the Board of Social Work Examiners was held January 22, 2007, by teleconference.

**Monday, January 22, 2007**

**Call to Order/Roll Call**

The teleconference meeting was called to order by Sammye Pokryfki, Board Chair at 8:38 a.m.

Those present, constituting a quorum of the Board, were:

Sammye Pokryfki, Master Social Worker, Wasilla  
Darrell Allman, Clinical Social Worker, Anchorage  
Mildred Townsend, Public Member

Board Member Absent:

Gail La Rose-Henderson, Clinical Social Worker, Wasilla  
Jason Floyd, Baccalaureate Social Worker, Valdez

Present from the Division of Corporations, Business and Professional Licensing was:

Eleanor Vinson, Licensing Examiner  
Steve Winker, Paralegal

**Agenda Item 1 Consideration of reinstatement of suspended fine for Arthur Potts**

Paralegal Winker requested that the Board make a determination as to whether or not they wished to reinstate a suspended fine. In the agreement between Mr. Potts and the Board, he was to pay the portion of his fine that was not suspended within ninety days of when the agreement was made. He made the payment, but when staff tried to put the credit card through, it would not go through. Mr. Potts was called and he returned the telephone call the next day and said it would then go through. It did go through then, but was technically in violation of the agreement. It is a violation of the civil fine section of the agreement, which can result in the re-instatement of the suspended amount of \$2900.00.

Sammye Pokryfki stated that she had mixed feelings about what to do. She realizes that sometimes there can be problems with credit cards; she realizes how the credit card thing can go, but he did have ninety days. The Chair requested opinions from rest of the Board.

Darrell Allman stated he was inclined to accept it as an error.

Mildred Townsend agreed with Darrell Allman; to accept it as an error because sometimes the credit card companies mess up.

**On a motion duly made by Darrell Allman and seconded by Mildred Townsend, amended to read as follows and passed unanimously it was**

**RESOLVED that the Board accept Mr. Potts' payment and not reinstate the suspended amount of his civil fine.**

Paralegal Winker also asked if the Board to accept or deny the continuing education class Mr. Potts had submitted for three of his six required hours of cross cultural education relating to Alaska Natives. The class was a video presentation of the National Association of Social Social Workers named "Traditional Healing". The Board indicated that they would accept it. Darrell Allman was designated as the Board member that Mr. Winker could take future CEU information to regarding Mr. Potts' required classes. Mr. Allman can approve/accept the classes on behalf of the Board.

### **Agenda Item 3 Regulation Discussions**

At the December 11, 2006, Board meeting, the Board was presented with seven areas of consideration for possible regulations, most of which had previously been before the Board. During today's meeting, the Board determined which of those areas they would pursue.

#### **1. Application denial**

##### **12 AAC 18.140. REASONS FOR APPLICATION DENIAL. ....**

(b) Notwithstanding (a) of this section, a person who has been convicted of a felony crime against a person described in AS 11.41 within the ten years before the date of application, is unfit for licensure under AS 08.95.110, and that person's application for licensure under AS 08.95.110 will be denied.

Discussion:

Darrell Allman stated that it was his thinking that it is best left unchanged because the "good moral character" wording in statute gives the Board leeway to make the determination and ten years is an appropriate amount of time. The Board determined that the regulation is satisfactory as it is.

Action: No change is recommended.

#### **2. Temporary licensure**

This was addressed previously as it was a lengthy process to obtain a temporary license because the official transcripts were taking so long to receive. The Board has previously given the licensing examiners permission to issue a temporary license using an unofficial transcript. The permanent license still requires an official transcript. The Board never went back and changed the regulation and it is unclear regarding temporary licenses.

Discussion:

Darrell Allman stated that the regulation is unclear regarding temporary licenses and the Board needs to create a new standard to use unofficial transcripts for a temporary license, but continue to require an official transcript from the school for a permanent license.

Sammye Pokryfki agreed and noted that we are operating outside of our own regulations. If the Board believes that it is the right thing to do to issue temporary licenses, then the regulations need to reflect that. Mildred Townsend agreed.

Action: Create regulation that allows temporary license with unofficial transcripts.

### 3. Limiting CEU by distance education

The Board considered whether it would be appropriate to limit the number of Continuing Education Units acceptable from distance education to 50% of the required number of CEUs. There is currently no regulation in place.

Discussion:

The Board determined that Alaska still has a lot of wilderness/rural areas and it is difficult for people in rural places to get face to face CEUs. Although the Board believes that it is a best practice for licensees to receive face to face continuing education, the Board does not wish to put a restriction into regulations.

Action: No change is recommended.

### 4. Exam extensions

The centralized regulations allow one year before an applicant must submit an updated application and references if the applicant has not been in contact with the department and two years if they have been in contact with the department. The Board may want to look at this because of the extension requests received.

Discussion:

Sammye Pokryfki noted that it has been the Board's practice to give extensions freely, but when an application is two years old, we require that the applicant re-apply. Within the statutory language, it is within the Board's discretion to extend the one year time limit.

Action: No change is recommended.

### 5. Requiring a pre-approval for plan of supervision.

The Board had been told previously by the Department of Law that there were no statutes supporting pre-approval. The Board of Professional Counselors has a specific regulations.

The Board is concerned that an application may be submitted by a person who, believing they have done the right thing, has carried out an alternate supervision plan that might not be acceptable, forcing the Board to decline it and the applicant would have to start over.

Action: The Board seeks a revision to the regulation that states, "a plan pre-approved by the Board".

### 6. Job orientation for CEUs

12 AAC 18.220. Approved Continuing Education Activities.....

(c) Hours spent in job orientation may not be accepted as continuing education contact hours.

The Board may want to make this more or less stringent.

Discussion:

Sammye Pokryfki stated that, according to her review of the meeting minutes over the past four years, there has been only one specific training that has called this regulation into question. That is the Office of Children's Services' (OCS) Training and Orientation for New Employees (TONE). The Board does not believe it is a prudent use of state funds to change the regulation to address one specific training program. The Board agrees that this issue could be resolved through communications with OCS. As it stands now, OCS employees submit TONE as meeting the entire 45 hours of continuing education and the onus is on the Board to sort out what is training and what is orientation for new employees. The Board would prefer that OCS provide their employees with independent verification of CEU hours earned by category. Darrell Allman believes the Board should leave the regulation as it is and improve our discussion during the continuing education audit.

Action: The Chair will draft a letter to the Director of OCS outlining the Board's recommendations as to how TONE is documented for CEUs so their employees who are applicants for licensure are well positioned for success

#### 7. Five year expiration date on examinations.

If someone has taken the exam over five years previously and not been licensed, do we want to count that exam?

Discussion:

The Board does not see the need for a new regulation at this time because this question has only come up once in the review of past meeting minutes.

Action: No Change is recommended.

#### 8. Background checks

Darrell Allman also added that he would like the Board to look at criminal background checks. During the ASWB's national meeting, this was brought up and they recommended that boards do background checks on all applicants. It falls under "good moral character" and some boards are using fingerprints. Mr. Allman would like the Board to consider adding this to the application process.

The Board reviewed the Board of Nursing's regulations regarding fingerprinting and background checks and Darrell Allman believes it is compatible with ASWB's Model Law. The Board would like to consider incorporating background checks and finger printing in regulations

Action: The Board will direct the Regulations Specialist to prepare a draft regulation for the Board's consideration.

The Board will have the Regulations Specialist prepare new regulation wording for the Board to consider at their March 9, 2007, meeting regarding the following :

- Temporary licenses
- Pre-approval plan for supervision
- Criminal background checks and fingerprinting

**On a motion duly made by Darrell Allman and seconded by Mildred Townsend, and passed unanimously it was**

**RESOLVED that the Board request that draft regulations be developed for consideration at our March 9, 2007, meeting on temporary licenses, pre-approval plan for supervision and criminal background checks.**

There will be one mail ballot sent out before the March meeting. Board members are encouraged to return them as quickly as possible.

**Meeting was adjourned at 9:20 a.m.**

Respectfully submitted:

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Eleanor Vinson, Licensing Examiner

Approved:

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Sammye Pokryfki, Chair  
Social Work Examiners Board

Date: \_\_\_\_\_