

**Minutes of the Meeting of the
Louisiana State Board of Social Work Examiners
June 26, 2015**

Judith Haspel, LCSW, Chairman, called the meeting to order at 8:31 a.m. on Friday, June 26, 2015, in the conference room at the Board office located at 18550 Highland Road, Suite B, Baton Rouge, Louisiana. Emily DeAngelo, Administrator, was present for the entire meeting with the exception of the discussion relative to the Administrator's Evaluation. Carmen Weisner, Christopher Graham, Charlene Weatherford, Pamela Sunseri, Jason Crooks, Wesley Church, Jessica Golden, and John Zufall were present for a portion of the meeting.

Carla Moore, LMSW, conducted roll call. Board members present at the time of roll call included Robert Showers, RSW, Yolanda Burnom, LCSW, Judith Haspel, LCSW, Carla Moore, LMSW, Parker Sternbergh, LCSW, and Paulette Walker, M.Ed., Public Member. Marguerite "Peggy" Salley, LCSW, was absent due to ASWB Board Member Training.

AGENDA

Motion was made by Paulette Walker, seconded by Yolanda Burnom and unanimously carried, to accept the agenda as presented.

PUBLIC COMMENTS

Carmen Weisner, Executive Director of NASW-LA Chapter, reported on two pieces of legislation affecting the social work profession. HB 381 was signed by the governor. It allows specialty courts to contract with unlicensed providers. HB 385 gives exemption to behavioral health practitioners practicing within juvenile defense work from mandatory reporting laws.

PRESENTATION OF CONSENT AGREEMENT AND ORDER

Madeline Carbonette, Assistant Attorney General, presented the board with a Consent Agreement and Order for **Jishanna Hutchinson** which had been previously negotiated and agreed to by Ms. Hutchinson in resolution of Complaint #2014-77. **Motion** was made by Yolanda Burnom, seconded by Robert Showers and unanimously carried, to accept the Consent Agreement and Order as presented.

MINUTES

Motion was made by Yolanda Burnom, seconded by Robert Showers and unanimously carried, to accept the minutes as presented for the meeting conducted June 26, 2015.

CORRESPONDENCE

National Association of Case Management

Board declined participation in the 2015 national conference in New Orleans, LA.

Lisa Burns, LCSW

Motion was made by Robert Showers, seconded by Paulette Walker and unanimously carried, to grant Lisa Burns an extension through June 30, 2016 to collect continuing education and to audit her continuing education in July, 2016.

Louisiana Continuing Education, LLC

Motion was made by Paulette Walker, seconded by Carla Moore and unanimously carried, to grant Louisiana Continuing Education, LLC pre-approval authority for social work continuing education. This approval extends through June 26, 2018.

Mel Zufall, LCSW-BACS

Motion was made by Parker Sternbergh, seconded by Yolanda Burnom and unanimously carried, to deny more than 60 days credit from receipt of Jason Crooks' Supervision Agreement.

E. Taylor Aultman, LCSW

Motion was made by Parker Sternbergh, seconded by Yolanda Burnom and unanimously carried, to deny the supervision workshop completed by E. Taylor Aultman in August 2014 for Board Approved Clinical Supervisor because the hours were due by June 30, 2014.

BOARD/STAFF ISSUES

Election of Board Officers

Carla Moore nominated Judy Haspel for Chairperson. Ms. Haspel accepted the nomination.

Parker Sternbergh nominated Robert Showers for Vice Chairperson. Mr. Showers declined the nomination.

Judy Haspel nominated Yolanda Burnom for Vice Chairperson. Ms. Burnom accepted the nomination.

Paulette Walker nominated Carla Moore for Secretary-Treasurer. Ms. Moore accepted the nomination.

Motion was made by Paulette Walker, seconded by Robert Showers and unanimously carried, to accept the slate as presented.

Behavioral Health Integration Advisory Group

Jane Smith, LCSW, participated in the Behavioral Health Integration Advisory Group on behalf of the Board. Ms. Smith reported to members of the board and provided a written report which will be included in a future newsletter. She advised members of the board that Magellan will no longer be overseeing mental health and substance abuse services for Medicaid recipients effective December 1, 2015.

Board Member Self-Evaluation

Judy Haspel tabled this to August.

Charge of the Rules Committee

The rules committee will be charged to consider revisions to general rules, supervision/BACS, and to consider rules regarding distance therapy. The board members agreed hold promulgating the recently approved changes to continuing education until such time as the Rules Committee presents its recommendations to the board. The first meeting will be held on July 24, 2015 at 9:00 a.m. at the board office.

FINANCIAL

Financial Statement for the period ending April 30, 2015

Motion was made by Carla Moore, seconded by Yolanda Burnom and carried unanimously, to accept the financial statement prepared by Susan Sevario, CPA, for the period ending April 30, 2015.

July 1, 2015 – June 30, 2016 Amended Budget

Motion was made by Parker Sternbergh, seconded by Yolanda Burnom and unanimously carried, to accept the amended budget for the July 1, 2015 – June 30, 2016 fiscal year.

**Louisiana State Board of Social Work Examiners
Budget
July 1, 2015 – June 30, 2016
Amended June 26, 2015**

Revenues

LCSW	200 * \$100.00	20,000.00	
LMSW	400 * \$75.00	30,000.00	
RSW	260 * \$50.00	13,000.00	
Retake Applications	300 * \$50.00	15,000.00	
LCSW Renewals	4000 * \$75.00	300,000.00	
LMSW/CSW Renewals	2700 * \$50.00	135,000.00	
RSW Renewals	1450 * \$25.00	36,250.00	
Enforcement Actions		45,000.00	
Interest		2,500.00	
Miscellaneous		15,000.00	
Total			611,750.00

Total Revenues \$609,375.00

Other Assets

Cash in Checking		500,000.00	
Invested Funds		945,000.00	
Total			1,445,000.00

Total Other Assets \$1,445,000.00

TOTAL FUNDS \$2,056,750.00

EXPENSES

Salaries 185,591.23

Related Employee Benefits

Retirement (37.2% ER contribution)	69,039.93	
Medicare Tax	3000	
Er portion of life insurance (Pevey)	300.00	
Health Ins	46,166.57.00	
Other Postemployment Benefits	40,000.00	
Total		158,506.50

Total Salaries & Benefits \$344,097.73

Expenses/ Travel

Administrative (in-state mileage)	1,000.00	
Administrative (in-state other)	500.00	
Board (in-state mileage)	8,000.00	
Board (in-state other)	1,000.00	
Administrative (out-state mileage)	0.00	
Administrative (out-state other)	5,000.00	
Conference Registration Fees	5,000.00	
Board (out-state mileage)	0.00	
Board (out-state other)	10,000.00	
Board Meeting Expense	15,000.00	
Total		45,500.00

Total Travel Expenses \$45,500.00

Expenses/ Operating

Advertising/Public Relations/CE	5,000.00	
Offerings		
Supplies	10,000.00	
Rent	45,216.00	
Printing	10,000.00	
Postage & Delivery	30,000.00	
Dues & Subscriptions	3,500.00	
Maintenance	3,000.00	
Insurance	1,000.00	
Bank Charges/Fees	10,000.00	
Telephone	3,000.00	
Security	1,000.00	
Equipment Rental	8,000.00	
Miscellaneous	1,500.00	

Total 131,216.00.00

Total Operating Expenses \$152,384.00

Professional Services

Accounting	2,400.00
AG Representation	25,000.00
Auditor	3,000.00
ASWB	
Complaint Consultant	10,000.00
Computer Consultants	50,000.00
Westaff	10,000.00
Court Reporter	5,000.00
Impaired Professional Program	57,000.00
Supervision Consultant	15,000.00
Investigators	40,000.00
Legal Counsel	20,000.00
Newsletter	,500.00
Payroll	2,000.00
Open Book Exam	2,000.00

Total 241,900.00

Total Professional Services \$241,900.00

Acquisitions

Computer Equipment/License Renewal	10,000.00
Office Equipment/Other	25,000.00
New Software System	60,000.00

Total 95,000.00

Total Acquisitions \$95,000.00

TOTAL EXPENDITURES \$857,713.73

Total Available Funds over Expenditures \$1,199,036.27

EXECUTIVE SESSION

Motion was made by Paulette Walker, seconded by Yolanda Burnom and unanimously carried, to go into Executive Session at 10:00 a.m. for the following reasons:

to discuss the character, professional competence, or physical or mental health of a person, provided that such person is notified in writing at least twenty-four hours before the meeting, and to discuss prospective litigation.

Votes for going into Executive Session: Yolanda Burnom, yes; Robert Showers, yes; Carla Moore, yes; Paulette Walker, yes, and Parker Sternbergh, yes.

Motion was made by Paulette Walker, seconded by Yolanda Burnom and unanimously carried, to come out of Executive Session at 12:47 p.m.

Evaluation of Administrator

No motions made.

Disciplinary Monitoring Report

Motion was made by Carla Moore, seconded by Yolanda Burnom and unanimously carried, to approve the disciplinary report.

Motion was made by Yolanda Burnom, seconded by Robert Showers and unanimously carried, to release **Reatha Aaron** from her Consent Agreement and Order. Ms. Aaron has submitted evidence that she completed all of the terms in her agreement.

Motion was made by Yolanda Burnom, seconded by Paulette Walker and unanimously carried, to release **Stephanie Thomas** from her Consent Agreement and Order. Ms. Thomas has submitted evidence that she completed all of the terms in her agreement.

Motion was made by Yolanda Burnom, seconded by Paulette Walker and unanimously carried, to release **Katelyn Powell** from her Consent Agreement and Order. Ms. Powell has submitted evidence that she completed all of the terms in her agreement.

Motion was made by Paulette Walker, seconded by Yolanda Burnom and unanimously carried, to release **Christina Hurd** from her Consent Agreement and Order. Ms. Hurd has submitted evidence that she completed all of the terms in her agreement.

Motion was made by Yolanda Burnom, seconded by Paulette Walker and unanimously carried, to release **Lisa Schilling** from her Consent Agreement and Order. Ms. Schilling has submitted evidence that she completed all of the terms in her agreement.

Motion was made by Yolanda Burnom, seconded by Paulette Walker and unanimously carried, to release **Patrice Delaney** from her Consent Agreement and Order. Ms. Delaney has submitted evidence that she completed all of the terms in her agreement.

New Complaints

Motion was made by Parker Sternbergh, seconded by Paulette Walker and unanimously carried, to not accept **Complaint #2015-164** because there is no identifiable violation.

Motion was made by Yolanda Burnom, seconded by Paulette Walker and unanimously carried, to issue a cease and desist order to the person named in **Complaint #2015-165**.

Motion was made by Paulette Walker, seconded by Yolanda Burnom and unanimously carried, to request a written response to **Complaint #2015-166** and the official court records.

Motion was made by Paulette Walker, seconded by Yolanda Burnom and unanimously carried, to request a written response to **Complaint #2015-167**.

Motion was made by Yolanda Burnom, seconded by Paulette Walker and unanimously carried, to issue a cease and desist order to the person name in **Complaint #2015-168**.

Motion was made by Paulette Walker, seconded by Carla Moore and unanimously carried, to require the individual named in **Complaint #2015-169** obtain a criminal background check, to assign the code JK-15 to this person, and refer to the Impaired Professional Program.

Motion was made by Yolanda Burnom, seconded by Carla Moore and unanimously carried, to request a written response to **Complaint #2015-171**, to assign the code JA-15 to this person, and to refer to the Impaired Professional Program.

Motion was made by Robert Showers, seconded by Yolanda Burnom and unanimously carried, to require the respondent in **Complaint #2015-172** to obtain a criminal background check and to require official court records.

Impaired Professional Program Monitoring Report

Motion was made by Paulette Walker, seconded by Yolanda Burnom and unanimously carried, to approve the monitoring report submitted by Kathie Pohlman, LCSW, IPP Manager.

Motion was made by Yolanda Burnom, seconded by Carla Moore and unanimously carried, to approve the employment requirements presented by the attorney of FM-13.

Motion was made by Paulette Walker, seconded by Carla Moore and unanimously carried, to accept Kathie Pohlman's recommendation that MS-15 is not an appropriate candidate for the IPP.

Motion was made by Yolanda Burnom, seconded by Paulette Walker and unanimously carried, to release FW-15 from the program.

Continuing Education Extension Requests

Motion was made by Yolanda Burnom, seconded by Carla Moore and unanimously carried, to grant **Gay Lynn Bond** an extension through June 30, 2016 to collect continuing education for the July 1, 2014-June 30, 2015 and the July 1, 2015-June 30, 2016 collection periods. Ms. Bond will be audited in July 2016.

Motion was made by Yolanda Burnom, seconded by Paulette Walker and unanimously carried, to grant **Jan Gremillion** an extension through June 30, 2016 to collect continuing education for the July 1, 2014-June 30, 2015 and the July 1, 2015-June 30, 2016 collection periods. Ms. Gremillion will be will be audited in July 2016.

Motion was made by Paulette Walker, seconded by Yolanda Burnom and unanimously carried, to grant **Lynn Crazovich** an extension through June 30, 2016 to collect continuing education for the July 1, 2014-June 30, 2015 and the July 1, 2015-June 30, 2016 collection periods. Ms. Crazovich will be notified that she will be audited in July 2016.

Renewal Application

Motion was made by Robert Showers, seconded by Yolanda Burnom and unanimously carried, to approve Christina Beauregard's renewal application.

Applications

Motion was made by Paulette Walker, seconded by Yolanda Burnom and unanimously carried, to request that **Ted Nelson, MSW**, submit a letter explaining his arrest.

Motion was made by Paulette Walker, seconded by Yolanda Burnom and unanimously carried, to refer JH-15 to the Impaired Professional Program, and to hold application pending results of IPP assessment.

Motion was made by Paulette Walker, seconded by Yolanda Burnom and unanimously carried, to deny **Jade Stevens'** application due to the affirmative answer on her application regarding arrests and to offer her a compliance hearing.

Motion was made by Yolanda Burnom, seconded by Paulette Walker and unanimously carried, to approve the following applicants for registration as a Registered Social Worker:

Allen, Kimberly	Jackson, Alfreda D.
Allen, Latricia J.	Jarrell, Kristi L.
Bantel, Trisha N.	Jones, Nakia B.
Brown, Michelle Y.	McCray, Mayra J.
Bruno, Victoria A.	Martin, Keva F.
Carter, Briana S.	Nugent, Tonya L.
Craighead, Eboneé	Pilcher, Kayla
Curtis, Seidah	Raby, Victoria J.
Eackels-Cain, Victoria	Scott, Andrea L.
Ferguson-Marineaux, Karen S.	Thomas, Jonet L.
Futch, Bobby Jo	Walles, Kenddal
Gaines, Javon A.	Williams, Consuella
Hickenbottom, Kortney D.	Wilson, Roxie D.

Motion was made by Paulette Walker, seconded by Yolanda Burnom and unanimously carried, to approve the following applicants for the Certified Social Worker certification and to grant approval for the applicants to sit for the ASWB Masters examination for licensing as a Licensed Master Social Worker:

Albares, Danielle O.	Cummings, Kelsey L.
Anderson, Sheryll J. (test approval only)	Eugene, Gail R.
Archille, Cheryl J.	Garnett, Tina
Brewster, Christine L. (Endorsement)	Gillespie, Stormi N.
Brewton, Avery T.	Gieo, Christopher M.
Burch, Kristy J. (Endorsement)	Johnson, Lahauma
Clemons, Aspen C.	McDaniel, LaSonia S (test approval only)
Condor, Tribble	McKinney, Morgan G.

McMillon, Brittney R.
Mayfield, Melissa K.
Ntirugelegwa, Ronda
Ortego, Janie M.
Phillips, Veronica S.
Reine, Alicia Deanna F.

Storer, Heather L.
White, Monica D.
Wilford, Tiera R.
Williams, Latoya N.
Wing, Maggie R. (Endorsement)

Certified Social Work Approval and LMSW exam approval pending official school transcript:

Clay, Jakia
Price, Brooke

Nugent, Tonya
Simpson, Keisha

Motion was made by Paulette Walker, seconded by Yolanda Burnom and unanimously carried, to approve the following applicants to sit for the ASWB Clinical exam for licensing as a Licensed Clinical Social Worker:

Allen, Kristina S.
Boutte, Jill A.
Curole, Dawn C.
Gremillion, Traci
Hammond, Patrice D.
Jones, Sarah A.
Magee, Charmaine J.
Nguyen, Jenny H.

Robles, Chelsea L.
Rodrigue, Cara F.
Rodriguez, Rachel T.
Tenney, Phyllis
Terrell, Nichell A.
Trahan, Amy P. (Endorsement)
Whatley Wiggins, Carrie L.
Woodridge, Layneethia F.

Motion was made by Paulette Walker, seconded by Yolanda Burnom and unanimously carried, to adjourn the meeting at 1:00 p.m.

Judith Haspel, LCSW
Chairperson

Carla Moore, LMSW
Secretary-Treasurer