



Asa Hutchinson
Governor

STATE OF ARKANSAS SOCIAL WORK LICENSING BOARD

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BOARD MEETING MINUTES

January 11, 2016

The Social Work Licensing Board met Monday, January 11, 2016, at the office of the Attorney General, 323 Center Street, Little Rock, Arkansas. Harold Dean, Chairman of the Board, called the meeting to order.

Board Members Present: Harold Dean Gary Gray Leigh Anne Bennett
Helen Jackson Tommie Davis Meenakshi Budhraj
Debra Gage Hurd Angela Sanders

Board Members Absent: Lauren Marquette

Board's Attorney: Meredith Rebsamen, Assistant Attorney General

Board's Staff: Ruthie Bain, Executive Director

*Editor's Note: Tommie Davis left at this time.

APPROVAL OF MINUTES:

Minutes from the December 14, 2015 Board meeting were reviewed. Angela Sanders made a motion to approve the minutes. Gary Gray seconded the motion which carried.

Update on Complaint No. 2015-22:

The Executive Director reported that this complaint is ongoing.

Update on Complaint No. 2015-24:

A Hearing date of March 14, 2016 has been set for this complaint.

Update on Complaint No. 2016-02:

A Hearing date of April 11, 2016 has been set for this complaint.

*Editor's Note: Angela Sanders left at this time.

Update on Complaint No. 2016-03:

At the December 14, 2015 Board Meeting the Board voted to dismiss the complaint. The following day the board member investing the complaint received additional information and the decision was made to table the decision. Leigh Anne Bennett provided the Board with the additional information.

Social Work Licensing Board
Review Date: February 8, 2016

Motion made by: [Signature]
2nd by: [Signature]
Board Chairman: [Signature]

she had received. Meenakshi Budhraj made a motion to supplant the previous decision and to offer the social worker a Consent Order. Gary Gray seconded the motion, which carried.

Update on Complaint No. 2016-05:

Meenakshi Budhraj reported to the Board her finding from an investigation into complaint 2016-05. Based on the information gathered, Leigh Anne Bennett made a motion to dismiss the complaint. Helen Jackson seconded the motion, which carried.

*Editor's Note: Tommie Davis rejoined the meeting at this time.

Update on Complaint No. 2016-06:

The Executive Director reported that this complaint is ongoing.

Update on Complaint No. 2016-07:

The Executive Director reported that this complaint is ongoing.

NEW BUSINESS:

Board Vote on Reimbursement of Board Expenses:

In accordance with A.C.A. 25-16-901, the Board approved a motion to authorize the reimbursement of expenses for each board member for performing official board duties. The rate of reimbursement shall not exceed the rate established for state employees by state travel regulations. Gary Gray made a motion to approve the expenses. Tommie Davis seconded the motion, which carried.

Board Vote on Reimbursement of Conferences:

Leigh Anne Bennett made a motion to approve reimbursement for expenses for the Board's Chairman and Executive Director to be representatives at the ASWB Annual Spring Education Meeting, ASWB Annual Fall Meeting, and if funds allow, the FARB Forum. The Board also approves to pay expenses incurred that are above the government rate for lodging at the Associational meetings. Meenakshi Budhraj seconded the motion, which carried.

Board Vote to Pay Stipend Payments to Eligible Board Members:

Act 281 of 2009 allows eligible Board members to receive stipend payments. Leigh Anne Bennett made a motion to grant payment of stipends in the amount of \$85 to board members in accordance with the law and the budget. Helen Jackson seconded the motion, which carried.

Board Elected Officers:

Leigh Anne Bennett made a motion for Harold Dean to continue as Chairman of the Board. Gary Gray seconded the motion, which carried. Leigh Anne Bennett made a motion for Lauren Marquette to continue as Vice-Chairman of the Board. Gary Gray seconded the motion, which carried. Harold Dean made a motion for Leigh Anne Bennett to continue as Secretary of the Board. Gary Gray seconded the motion, which carried.

Board Members Sign Code of Ethics:

Board Chair Initials HD

Board Members signed the 2016 Code of Ethics for Board Members. Copies will be maintained in the Board's office.

Board Members Reminded to Complete Statement of Financial Interest:

Board Members were reminded they are required to complete the Statement of Financial Interest by January 31, 2016.

Reminder of Board's Mission Statement:

The Board's Mission Statement was read.

Review Request from William Symes:

William Symes had written the Board concerning providing one-on-one social work continuing education. Gary Gray made a motion to uphold previous stance of the board not to accept one-on-one counseling or training as social work continuing education. Tommie Davis seconded the motion, which carried.

Review Request from Robert Earl Pruitt, Jr.:

Robert Earl Pruitt, Jr. had written the Board requesting clarification of the Board's Order. Gary Gray made a motion to notify Mr. Pruitt that he is to have LCSW for the entire four (4) years of his probations. During the probationary term ~~if~~ his supervision changes he will need to complete an evaluation form and a new supervision plan. Leigh Anne Bennett seconded the motion, which carried.

SUPERVISION

Clarification of Board Order 2015-07:

An insurance company was not willing to reimburse Lesa Doan for services provided since she Meenakshi Budhrajia made a motion to let the insurance company know that Ms. Doan was placed on probation for one year. The probation, however, was not intended to restrict Ms. Doan's ability to engage in the practice of social work or to bill for patient services. Ms. Doan is permitted to fully practice as allowed under her LCSW licensure in Arkansas and bill appropriately for those services. Gary Gray seconded the motion, which carried.

Review Compliance of Board Order 2015-14:

Tausha Helton was order by the Board to submit monthly supervision reports to the Board by the 5th day of the month. Ms. Helton's December reports were not received in the office until January 8, 2016. Leigh Anne Bennett made a motion to send a stern letter to Ms. Helton that she is to comply with the Board's Order and future lack of compliance will result in a formal hearing. Helen Jackson seconded the motion, which carried.

Update on New Complaints:

The Executive Director reported one (1) new complaint has been received. Complaint 2016-09 is pending receipt of a response.

Board Reviewed Possible Changes to the Laws and Regulations:

House Bill 1293 was signed by the Governor and is now Act 1170 of 2015. The Board will be working on new regulations to match the Law.

Board Chair Initials AD

Review of Standing Financial Reports:

Leigh Anne Bennett reviewed and approved the Warrant Detail Report, ASWB Exam Candidate Log, Leave Report, Refund Report and Trial Balance Reports. These reports were from December 2015. Gary Gray made a motion to accept the reports as presented. Debra Hurd seconded the motion, which carried.

Action Taken on Applications:

Gary Gray made a motion to approve the action taken on the applications for licensure.

LSW Applications:

Provisionally Licensed and Approved to Take the Exam:

None

Approved to take the Exam:

None

Approved for Licensure through Reciprocity:

None

Denied Applications:

None

LMSW Applications:

Provisionally Licensed and Approved to take Examination:

Kristen Clary	Terra R. Erwin	Debra Denise Hayes
Joshua Gregory Heimburg	Emily Martin	Brian Emory Whiteside

Approved to take the Exam:

Marita Lucille Dowdy

Approved for Licensure through Reciprocity:

None

Denied Applications:

None

LCSW Applications:

Approved to take Examination:

Alexandra Blondell	Ana Alicia Boyd	Linda Birch Cannon
Lawrence C. Daily	Bryanna Elyce Graham	Lilly Mae Jackson
Robin Michelle Jackson	Darryl K. Johnson	Lana Elizabeth Kaylor
Dawn Michelle Pettit	Katherine Collins Reynolds	Ana Karen Salas
Matthew Joseph Sweetser	Brittani Elaine Wilson	Melinda Rae Wright

Approved for Licensure through Reciprocity:

Tiffany Ann Jenkins Leeker	Aleisha J. Spytma-Woods	Emily Stein
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Denied Applications:

None

Leigh Anne Bennett seconded the motion on applications, which carried.

Action Taken on Renewal Applications:

The Board reviewed 117 applications for license renewal. Leigh Anne Bennett made a motion to approve 114 of the renewals. Two (2) of the applications are pending clarification or a breakdown of the hours. One (1) application was denied. Gary Gray seconded the motion, which carried.

Action Taken on Continuing Education Audits:

The Board reviewed ten (10) random continuing education audits. Tommie Davis made a motion to approve all eleven of the audits. Helen Jackson seconded the motion, which carried.

Action Taken on Supervision Plan Audits:

The Board reviewed 11 Supervision Plan audits. Tommie Davis made a motion to approve all 11 of the supervision plan audits. Gary Gray seconded the motion, which carried.

Action Taken on Certificates of Registration:

The Board reviewed eight (8) Certificate of Registration Applications. Gary Gray made a motion to approve all of the applications. Leigh Anne Bennett seconded the motion, which carried.

Other Business:

There being no other new business, Tommie Davis made a motion to adjourn. Gary Gray seconded the motion, which carried.



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February 8, 2016
(For January 2016)
Standing Agenda Items

REPORT NAME

REVIEWED FOR APPROVAL BY:

- 1. Warrant Detail List
- 2. Revenue Reconciliation Report
- 3. ASWB Exam Submissions
- 4. Leave Report
- 5. Trial Balance Report
- 6. Refund Report

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[Handwritten signature]
[Handwritten signature]
 no refunds

Motion: *[Handwritten signature]*
 Second: *[Handwritten signature]*
 Board Chairman: *[Handwritten signature]*
 Date: February 8, 2016