

**SOCIAL WORK SECTION
MEETING MINUTES
JUNE 2, 2010**

PRESENT: Eric Alvin, George Kamps, Nicholas Smiar, Daryl Wood (*excused at 2:42 p.m. and reconnected at 4:10 p.m.*)

EXCUSED: Mary Jo Walsh

STAFF: Jeff Scanlan, Bureau Director; Colleen Baird, Legal Counsel; Kimberly Wood, Bureau Assistant; and other Department staff

GUESTS: Tricia Egan, Edgewood College; Chuck Zastrow and Mary Jo Weeden, George Williams College; Cindy West, Upper Iowa University; Molly Arthur and Marc Herstand, National Association of Social Work (NASW) – WI; Michael Wallace, UW Whitewater/Wisconsin Council on Social Work Education (WCSWE); Joanne Barndt

CALL TO ORDER

George Kamps, Chair, called the meeting to order at 9:13 a.m. A quorum of four (4) members was present.

APPROVAL OF AGENDA

Amendments to the Agenda:

- After Item “A” (open session) Under the item titled “Presentation of Proposed Stipulations that May be Signed After Mailing of Agenda” **ADD:**
 - Heather L. Kimbro, 10 SOC 003
 - After Item “A” (open session) Under the item titled “Other Section Business” **ADD:** “Administrative Report”
- Under Item “G” (closed session) **ADD:** a header titled: “Deliberation of Proposed Stipulation that May be Signed After Mailing of Agenda” and consideration of:
 - Heather L. Kimbro, 10 SOC 003

MOTION: Eric Alvin moved, seconded by Daryl Wood, to approve the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF APRIL 14, 2010

MOTION: Eric Alvin moved, seconded by Daryl Wood, to approve the minutes of April 14, 2010 as published. Motion carried unanimously.

PRESENTATION OF PROPOSED STIPULATION AND ORDER

**BRIAN L. LUNDBERG, CSW
(09 SOC 030)**

Attorney Jack Zwieg presented the Stipulation, Final Decision and Order in the matter of disciplinary proceedings against Brian L. Lundberg, CSW (09 SOC 030).

PRESENTATION OF PROPOSED STIPULATIONS SIGNED AFTER MAILING OF AGENDA

**HEATHER L. KIMBRO, CSW
10 SOC 003**

Attorney Jack Zwieg presented the Stipulation, Final Decision and Order in the matter of disciplinary proceedings against Heather L. Kimbro, CSW (10 SOC 003).

STATUS OF RULES AND STATUTES

Jeff Scanlan indicated that he has completed the four (4) state analysis for the scope statement relating to the failure to report and grievance procedure insertion into the code of conduct. He stated a concern about the amendments to be added on the rules change process starts because the requirements the Joint Board wishes to add to the code of conduct will not apply to all licensees.

Jeff Scanlan stated that the draft psychometric testing rule was returned to the MPSW Joint Board by the Legislative Clearing House and noted that substantial comments were provided that will need to be addressed. He indicated that due to the amount of work involved, the draft may not be returned to the Legislative Clearing House by the originally anticipated date, thus affecting the Joint Board's ability to review and adopt the rule at its July meeting.

OTHER SECTION BUSINESS

Administrative Report

Jim Parker, Administrator, Division of Enforcement, appeared before the Section to review the Department's recently updated case advisor policy and to answer the Sections questions relating to this policy. The Section stated that this policy appears to be productive but noted that it does not conduct case advisory work as other Boards do. No action was required from the Section.

DEPARTMENT REQUEST TO SOCIAL WORKER SECTION: REQUEST FOR SECTION TO DELEGATE SCREENING AUTHORITY OF SOME COMPLAINTS TO DIVISION OF ENFORCEMENT (DOE) STAFF

Dennie Petersen, DOE Complaint Intake Supervisor, appeared before the Section to request delegation of certain screening authorities to the DOE complaint intake staff. The Section reviewed information within its agenda packet that outlined the delegated authorities being requested by the Department.

The Section sought clarification regarding the requested delegation items and received responses from Dennie Petersen. Ms. Petersen informed the Section that the complaint intake staff members have no less than five (5) years of experience individually and that these staff members have a good feel for what types of cases to close.

Colleen Baird inquired if there is a tracking mechanism to identify the types and numbers of cases that will be closed by the Department's intake staff. Dennie Petersen informed the Section that she hopes to implement the utilization of delegated authorities as of September 1, 2010 and responded in the affirmative regarding the Department's ability to track and report to the Section stating that she hopes to have a reporting mechanism in place by the end of the year.

The Section requested that the screening panel receive reports from Department staff regarding the types and numbers of cases closed via the authorities delegated to complaint intake staff.

MOTION: Daryl Wood moved, seconded by Eric Alvin, to accept the screening of certain complaints by Division of Enforcement complaint intake staff. Motion carried unanimously.

REVIEW OF 2009 ASWB EXAMINATION PASS RATES

The Section noted the 2009 ASWB examination pass rates as an informational item only.

2010 ASWB SPRING EDUCATION MEETING REPORT – GEORGE KAMPS

George Kamps reported to the Section regarding his experience at the 2010 Association of Social Work Boards (ASWB) Spring Education meeting. He provided the Section with a written report summary of the topics covered at the ASWB Spring Education meeting and highlighted the main points of interest.

Supervision:

George Kamps informed the Section of his attendance at what he described as an interesting session on supervision. He described to the Section a session regarding supervision that utilized video vignettes surrounding different situations that could be experienced by a supervisor and supervisee. The individuals attending this session broke

into small groups and critiqued and reported back on the information gathered from vignettes and identified areas of concerns in each situation.

George Kamps informed the Section that he learned that a number of jurisdictions have a supervisory credential requirement. ASWB identified different levels of supervision: supervision of interns; of licensees and; supervision provided by those with expertise in supervision of license holders who have been disciplined. He advised the Section that many jurisdictions have training requirements for supervisors, including a majority of states, excluding California, and 10 jurisdictions in Canada. As an example of a lower level supervisory requirement George Kamps noted that North Carolina requires its supervisors to sign an attestation to indicate that they have read and will comply with rules and statutes. George Kamps indicated that the Section may need to look at Wisconsin's requirements for supervisors and added that an attestation could be an option for the Section to consider, short of identifying a certification category.

George Kamps indicated that an ASWB Supervision Taskforce report indicates that many supervisors tend to wait to document the work and areas addressed with a trainee until there is a problem identified and noted that this is a fairly common error on the part of supervision. Also addressed was the idea of re-examination of electronic supervision for remote areas. He noted that Canada took a closer look at electronic supervision because of the distance between some of the communities that employ social workers.

Jeff Scanlan informed the Section that an increasing amount of requests for electronic supervision have been received and indicated that this is a topic the Section may wish to address.

Auditing of Continuing Education (CE):

George Kamps then reported to the Section regarding continuing education discussion from the ASWB Spring Education meeting. He informed the Section that 39 jurisdictions reported that they audit anywhere from 4% to 100% of their licensees. George Kamps stated that ASWB can be contracted to conduct CE audits and noted that a board requesting an audit would identify to ASWB the number of licensees to audit. He indicated that the reported turnaround time for audit and reporting to any requesting board would be 2-3 weeks.

George Kamps further indicated that ASWB ACE Committee approves online ethics courses. He noted that the Section has previously discussed online ethics course and have been reluctant to accept. He asked Nicholas Smiar about his knowledge of online ethics courses in Wisconsin. Nicholas Smiar replied that he is not aware that ethics courses in Wisconsin are providing ethics education online. He believes that it is a fairly common opinion that, especially in the topic area of ethics, face-to-face interaction would be required thus necessitating live attendance. Eric Alvin clarified that the ASWB ACE Committee approves course providers and that only via sample course outlines are reviewed and stated that full course content for its approved online ethics courses are not reviewed. George Kamps further stated that as a deterrent or incentive some jurisdictions have utilized their websites to identify licensees that are proven to be deficient with their CE requirement.

Electronic Board Meetings

The Section was then informed by George Kamps of a session which focused on the increasing probability of electronic board meetings. He indicated that he sat on a small taskforce that looked at the positive and negative aspects of an electronic board meeting and reviewed the pros and cons list with the Section. George Kamps further stated that some states, in terms of budgetary concerns, have been encouraging board meetings electronically.

Website Use Survey:

George Kamps highlighted information gleaned by ASWB from a survey of jurisdictional websites use. The survey outlines website usage by 32 of the 61 jurisdictions that responded. He proceeded to discuss the following findings:

1. All 32 jurisdictions surveyed have websites and post statute/rules.
2. Many states did not know how many hits their site receives annually.
3. 47% of jurisdictions are accessible to people with disabilities.
4. 65% of jurisdictions allow online renewal.
5. 85% of jurisdictions allow the public to verify the status of licensees
6. 71% of jurisdictions have their complaint form online.
7. Facebook, You Tube, Twitter, Flickr and Linked-In are utilized by less than 23 % of jurisdictions.
8. Conclusions: Websites aid accessibility, reduce costs, generally have low costs for maintenance, can impose obligations on users and it is typically not known how many people consult many jurisdiction's website.

Value of Public Members:

George Kamps reported to the Section that another topic addressed was the importance and value of public members on a board. He indicated that many scenarios were offered by different jurisdictions with regard to their public members. Furthermore, George Kamps noted that there were 2 public members on the panel of presenters that he described as dynamic, these public members were very committed to their role as a member of a board and promoted the importance and value of the public member. He then indicated that alternatively comments were received from jurisdictions reporting that they had difficulties in gaining a necessary level of commitment or awareness of rules and statutes that would be required from a public member. George Kamps noted that the Section was fortunate to have Daryl Wood as its public member representative.

George Kamps indicated that he would like the Section to discuss supervisory standards at the next section meeting and indicated that this issue is currently being worked on by WAFCA and one member from each of the Sections of the Joint Board. Additionally requested was a discussion of website usage and possible improvements that could be made to the Section's webpage.

Mary Weeden, George Williams College, made further inquiry regarding the report of George Kamps regarding the ASWB's website survey.

**DISCUSSION ON APPROVAL OF “OTHER HUMAN SERVICES PROGRAMS”
PURSUANT TO S. MPSW 3.13 (1) (A) WIS. ADM. CODE, SOCIAL WORKER
SECTION TO DISCUSS APPROVAL PROCESS, FEASIBILITY OF POSTING
AND WHETHER BOARD MAY PRE-APPROVE HUMAN SERVICE
PROGRAMS**

Jeff Scanlan informed the Section that there has been discussion within the Department surrounding the pre-approval of human services degree programs as meeting the requirements for obtaining a social work training certificate (SWTC). The Section discussed its current position regarding the pre-approval of human services degrees, the history of the Section’s position in this regard and difficulties the Section is currently experiencing regarding the pre-approval of these degrees.

The Section discussed its authority to pre-approve human services programs as meeting the criteria for obtaining the SWTC. The Section reviewed s. MPSW 3.13 (1)(a), Wis. Admin. Code and discussed whether there is sufficient authority the Section to approve human services degrees for the purpose of obtaining a SWTC, as there are no explicit pre-approval guidelines; though clearly board approval is implied. Eric Alvin indicated that the SWTC is looking at the rule language surrounding the approval of human services courses and/or degrees for the SWTC in order to clarify the process for approval and to leave no question of the Section’s ability to pre-approve human services degrees.

Jeff Scanlan explained that s. MPSW 3.13 (1)(a), Wis. Admin. Code outlines the pre-approval of human services courses for obtaining the SWTC, however it does not use the same language for human services degree pre-approvals but does indicate how the Section approve the degree.

The Section noted that there are a few human services degrees that had been approved by the Section prior to their discussion on whether they could pre-approve programs. Jan Neitzel, Credentialing Specialist, was present for discussion of this topic and provided clarification regarding courses and degrees pre-approval status.

The Section asked Colleen Baird for an opinion regarding the Section’s ability to pre-approve human services degrees. Colleen Baird indicated that if the Section has previously pre-approved human services degrees and its pre-approval was not subject to challenge or contrary to the spirit of the rule then the Section may establish an interim procedure to conduct pre-approval of these degrees by indicating that certain programs have been found to have the proper components. Colleen Baird indicated that the Section should establish written criteria for human services degree approvals and should be used in the establishment of an approval system and went on to discuss how the Section should approach this system.

The Section discussed the best approach to pre-approvals and how to lessen the burden of individual applicant education review. Eric Alvin indicated that he hopes to present a recommendation of the SWTC Taskforce regarding a long term solution regarding the pre-approval of human services degrees for SWTC at the next meeting. In the interim Eric Alvin and Colleen Baird will work together to develop guidelines outlining the

components of an acceptable human services degree. A Section discussion of past education review approach ensued.

Colleen Baird, Jan Neitzel and Eric Alvin will work to identify high volume SWTC programs for approval and will work to develop guidelines and an approval process for human service degree programs.

HEARINGS ON DENIAL OF APPLICATIONS FOR LICENSURE

Jessica Benash, Class 1 Hearing On Denial of Application For a Clinical Social Work License

Jessica Benash appeared before the Section in support of her application for a clinical social work license. This hearing will be deliberated during closed session.

John LeClair, Class 1 Hearing on Denial of Social Worker Section Approval of Human Services Internship Required for Social Worker Training Certificate Degree Equivalency

Jeff Scanlan informed the Section that Mr. LeClair has requested that his Class 1 Hearing be delayed until the July 28, 2010 meeting.

APPROVAL OF PSYCHOMETRIC TESTING AFTER THE MAILING OF THE AGENDA

None.

SCREENING PANEL REPORT

Eric Alvin reported that the screening panel reviewed seven (7) cases, opened four (4) cases and closed three (3) cases.

SPEAKING ENGAGEMENT REQUESTS

None.

CORRESPONDENCE AND INQUIRIES RECEIVED BY LEGAL COUNSEL

Noted.

INFORMATIONAL ITEMS

None.

VISITOR COMMENTS

George Kamps respectfully addressed visitors attending the Section's meeting to advise that the Section has a duty to maintain its objectivity and as such comments are not accepted during Class 1 hearings.

Charles Zastrow, George William's College, commented to the Section regarding its opinion of UW Whitewater and indicated that Mercy Options is a great program. Mike Wallace, UW Whitewater, indicated that he was in agreement with Charles Zastrow.

CONVENE TO CLOSED SESSION

MOTION: Daryl Wood moved, seconded by Nicholas Smiar, to adjourn to closed session pursuant to Wisconsin Statutes 19.85(1)(a)(b)(f) and (g), to review applications, deliberate on proposed stipulations, deliberate on administrative warnings; deliberate on hearings or appearances for denial of applications; review monitoring cases; review DOE cases, and consult with legal counsel. Roll Call Vote: Eric Alvin-yes; George Kamps-yes; Nicholas Smiar-yes; and Daryl Wood-yes. Motion carried unanimously.

The Board convened into Closed Session at 11:45 a.m.

RECONVENE TO OPEN SESSION

MOTION: Eric Alvin moved, seconded by Nicholas Smiar, to reconvene into open session. Motion carried unanimously.

The Board reconvened into Open Session at 4:12 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION IF VOTING IS APPROPRIATE

IMPAIRED PROFESSIONALS PROCEDURE (IPP)

None.

APPLICATION REVIEW PERSONAL APPEARANCE

Christopher Kearney, Review in Preparation for Application for Social Work Training Certificate (SWTC)

Christopher Kearney appeared before the Section to answer questions pertaining to his application for SWTC.

MOTION: Eric Alvin moved, seconded by Daryl Wood, to deny the application of Christopher Kearney for social work training certificate on the basis of the criminal conviction which is substantially related to the practice of social work and lack of evidence of rehabilitation in view of the egregious nature of the criminal conduct. Motion carried unanimously.

Megan Birchfield, Review in Preparation for Application for Social Worker Certificate

Megan Birchfield appeared before the Section to answer questions pertaining to her application for social work certification.

MOTION: Daryl Wood moved, seconded by Eric Alvin, to move Megan Birchfield's application for certified social work forward in the process. Motion carried unanimously.

APPLICATION REVIEWS RECEIVED AFTER THE MAILING OF THE AGENDA

None.

DELIBERATION ON HEARINGS FOR APPLICATION DENIALS

Deliberation on Class 1 Hearing for Denial of Application of Jessica Benash for a Clinical Social Work License

MOTION: Daryl Wood moved, seconded by Eric Alvin, to reaffirm the denial of Jessica Benash's application for clinical social work license for insufficient evidence of clinical social work practice, specifically 1,000 hours of face-to-face client treatment, DSM diagnosis under the supervision of an approved licensed clinical social worker, a licensed psychologist or psychiatrist. Motion carried unanimously.

Deliberation on Class 1 Hearing on Denial of Social Worker Section Approval of John LeClair's Human Services Internship Required for Social Worker Training Certificate Degree Equivalency

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to postpone the deliberation of the Class 1 Hearing for John LeClair based upon the request of the applicant. Motion carried unanimously.

MONITORING

None.

DELIBERATION ON OTHER MONITORING CASES RECEIVED AFTER MAILING OF THE AGENDA

None.

DELIBERATION OF PRESENTATION OF PROPOSED STIPULATION AND ORDER

**BRIAN L. LUNDBERG, CSW
(09 SOC 030)**

MOTION: Daryl Wood moved, seconded by Eric Alvin, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Brian L. Lundberg, CSW (09 SOC 030). Motion carried unanimously.

DELIBERATION OF PRESENTATION OF PROPOSED STIPULATION AND ORDER SIGNED AFTER MAILING OF THE AGENDA

**HEATHER L. KIMBRO, CSW
(10 SOC 003)**

MOTION: Daryl Wood moved, seconded by Eric Alvin, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Heather L. Kimbro, CSW (10 SOC 003). Motion carried unanimously.

DELIBERATION OF PROPOSED ADMINISTRATIVE WARNINGS RECEIVED AFTER MAILING OF AGENDA

None.

DELIBERATION OF PROPOSED FINAL DECISIONS AND ORDERS IN THE MATTER OF DISCIPLINARY PROCEEDINGS RECEIVED AFTER THE MAILING OF THE AGENDA

None.

**DELIBERATION OF PETITIONS FOR REHEARINGS THAT MAY BE SIGNED
AFTER MAILING OF AGENDA**

None.

**DIVISION OF ENFORCEMENT
CASE STATUS REPORT**

09 SOC 036

MOTION: Daryl Wood moved, seconded by Eric Alvin, to close case 09 SOC 036 for no violation. Motion carried unanimously.

09 SOC 009

MOTION: Eric Alvin moved, seconded by Daryl Wood, to close case 09 SOC 009 for no violation. Motion carried unanimously.

(Daryl Wood was excused from the meeting at 2:42 p.m. He was reconnected by phone at 4:10 p.m. for the purpose on voting on closed session items.)

APPROVAL OF APPLICATIONS

SOCIAL WORK FILE REVIEW

June 1, 2010

CLINICAL FILES

FIRST REVIEW

1. ANDRES, JACKILYN-intent to deny
2. DEMPSEY, HEATHER- intent to deny
3. DIMATTINA, MARIA- intent to deny
4. FOCHT, ANNE-approved
5. GERHARDT, LEIGH- intent to deny
6. GREMMELS, JEANETTE- intent to deny
7. GUSTAFSON, ANDREA-approved
8. HANSON, ROBERT- intent to deny
9. LAHYANI, RAMI-approved
10. LAWTON, DANIEL- intent to deny
11. MILLER, TARA-approved
12. MURPHY, CYNTHIA- intent to deny
13. OLSON, AMITY-approved
14. PARSONS, THERON-approved
15. WULLTRUP, CHRISTINE-approved
16. WEBER, DEBORAH-approved

SECOND REVIEW

1. FLAHERTY, KAREN-denied
2. METCALF, CARISSA-denied
3. O'CONNOR, JAMIE-approved
4. RAHMLOW, ASHLEE-approved
5. RETTLER, GERI-approved
6. SCHUTZ, TRICIA-approved

HEARINGS

1. BENASH, JESSICA-denied
2. LECLAIR, JOHN-rescheduled

APPEARANCES

1. BIRCHFIELD, MEGAN-approved
2. KEARNEY, CHRISTOPHER-denied

MISCELLANEOUS FILES

1. COGDILL, CHRISTINA- intent to deny
2. RAY, LEAH-more information

SWTC FILES

FIRST REVIEW

1. AMBOS, HEIDI-experience-approved
2. BOGART, DAWN-experience-approved
3. CHRISTIANSON, JANET-degree-intent to deny
4. CLEMMERSON, JENNIFER-degree-denied
5. DORO-KRUEGER, TRACY-degree-approved
-courses-intent to deny
6. FOSTER, DOMINIC-experience-approved
7. GERSTL, SHERYL-degree-approved
-experience-approved
8. GOOSEBERRY, ORLESIA-course-approved
9. HORGE, ANGELA-experience-approved
10. HUNTER, AMY-experience-approved
11. JORGENSEN, JULIE-experience-approved
12. KRAUSE, MOLLY-experience-approved
13. OSTROWSKI-GRASSET-experience-approved
14. PEARSON, JAMES-courses-approved
15. POTTS, CORREEN-experience-approved

16. QUINN-ROBERTS, ERIN-experience-approved
17. SALAZAR, JANE-courses-intent to deny
18. SCHOLL, CRAIG-de gree-denied
-experience-denied
19. STARR, VENTURA-experience-approved
20. STRUCK, TRENT-course- intent to deny
21. WILMOT, NATALIE-experience-approved
22. YANG, MAYCHEE-experience-approved

SECOND REVIEW

1. SKINNER, COLLEEN-degree-denied
2. WANTA, PATTI-experience-denied
3. WIRTZ, MELISSA-course-denied

MOTION: Eric Alvin moved, seconded by Nicholas Smiar, to approve the applications approved, deny the applications denied, and to request further information on applications where needed. Motion carried unanimously.

DOE – Signature Collection

Signatures were collected for all required documentation.

OTHER SECTION BUSINESS

None.

ADJOURNMENT

MOTION: Nicholas Smiar moved, seconded by Eric Alvin, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 4:16 p.m.