

**SOCIAL WORK SECTION
MEETING MINUTES
APRIL 11, 2012**

- PRESENT:** Eric Alvin, Nicholas Smiar, Daryl Wood, Barbara Viste-Johnson
- STAFF:** Dan Williams, Executive Director; Colleen Baird, Legal Counsel; Michelle Solem, Bureau Assistant; Sharon Henes, Paralegal; and other Department staff
- GUESTS:** Daryl Haessig and Cindy West, Upper Iowa University; Chuck Zastrow, George Williams College; Kyle Kleist, Amanda Barnett, Jeff Sweat, Richard Tyson and Bruce Pamperin, UW-Stout; and Elizabeth Gates, Joan Riedle, Valerie Gill-Mast, Mark Wruble and Tom Caywood, UW-Platteville

CALL TO ORDER

Eric Alvin, Chair, called the meeting to order at 9:00 a.m. A quorum of four (4) members was present. Mr. Alvin welcomed Barbara Viste-Johnson to the meeting. Ms. Viste-Johnson provided the Board with a brief background.

APPROVAL OF AGENDA

Amendments to the Agenda:

- Item "V" (closed session) - Remove Item V(1)

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to approve the agenda of April 11, 2012 as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF DECEMBER 12, 2011

MOTION: Daryl Wood moved, seconded by Nicholas Smiar, to approve the minutes of January 11, 2012 as published. Motion carried unanimously.

ADMINISTRATIVE MATTERS

1) Section Appointments Resulting from Replacement of George Kamps

Eric Alvin appointed Barbara Viste-Johnson to serve as a credentialing liaison to replace George Kamps.

Dan Williams reminded the Section that the May Section meeting will be held on May 17 with application review on May 16. He also indicated that the July Section meeting will be July 18 with application review on July 17. The Joint Board meeting will be on July 17.

**REVIEW OF SOCIAL WORKER TRAINING CERTIFICATE (SWTC)
SYLLABI FOR APPROVAL**

1) UW Platteville: PSYCH 2930, PSYCH 4930, PSYCH 4950, CRIMJUS 4540 and CRIMJUS 4530

Staff from UW-Platteville appeared before the Section. They made a correction to the application (page 21 of the agenda) to change CRIMJUS 4630 to CRIMJUS 4530. It was also suggested that the students participate in a writing project relative to Social Welfare Policy. Eric Alvin indicated that the Rules developed by the Section included ethics as part of the curriculum and noted that it should be specifically listed. Elizabeth Gates was added as an instructor for approval at the meeting. Platteville will follow-up with corrected documentation.

MOTION: Nicholas Smiar moved, seconded by Barbara Viste-Johnson, to approve the courses PSYCH 2930, PSYCH 4930, PSYCH 4950, CRIMJUS 4540 and CRIMJUS 4530 as submitted by UW-Platteville with changes recommended including the approval of Elizabeth Gates as instructor for 4930. Motion carried unanimously.

2) UW Stout: HDFS 101, HDFS 420, HDFS 490, HDFS 491 and Program Plan Sheet

The Section discussed the process for obtaining the training certificate. After discussion, the Section requested that a third methods course be submitted by UW-Stout for consideration at the May 17 Social Work Section meeting.

MOTION: Nicholas Smiar moved, seconded by Barbara Viste-Johnson, to approve the UW-Stout Human Development and Family Studies as another human service degree program in accordance with MPSW 3.13(1)(a)1.a. contingent upon an acceptable third methods course being submitted. Motion carried unanimously.

3) UW Stout: Rehab 480 and Program Plan Sheet

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to approve the UW-Stout Vocational Rehabilitation Degree Program as another human service degree program in accordance with MPSW 3.13(1)(a)1.a. contingent upon an acceptable third methods course being submitted. Motion carried unanimously.

4) UW Stout: SW 205, SW 420, SW 430, SW 440, Soc 110, Soc 350 and Soc 400

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to approve UW-Stout Courses SW 205, SW 420, SW 430, SW 440 as meeting the requirements for Social Work courses as required by MPSW 3.13(2). Motion carried unanimously.

SECTION CREATION AND PRIORITIZATION OF GOALS FOR 2012

The Section decided to have each member review the goals list and send recommendations, including a prioritization of the goals to Dan Williams. A compilation of the results will be up for discussion at the next meeting.

SECTION DISCUSSION OF SUPERVISORY STANDARDS

1) Review and Consideration of Supervisory Forms

The Section discussed this item as a result of the Motion from the Joint Board meeting on April 10, 2012. Options were discussed as to the distribution of information as to the new forms. The Section directed that in Item 7, it should be changed to read, “In what manner will the applicant be able to change or recommend changing the client’s diagnosis? If no authority to change or recommend change (including DSM), please explain.”

MOTION: Daryl Wood moved, seconded by Barbara Viste-Johnson, to request that the Department create an e-mail blast to licensees that would include a link to the supervisory forms. Motion carried unanimously.

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to authorize Barbara Viste-Johnson to assist Jan Neitzel in refinement of materials explaining the supervisory forms to be included in the letter of notice of receipt of an APSW and at the request of a licensee. Motion carried unanimously.

MOTION: Nicholas Smiar moved, seconded by Barbara Viste-Johnson, to request that the Department post the pre-licensee supervisory forms to the website and to e-mail all certified and licensed social workers an update related to the availability of the forms on the website. Motion carried unanimously.

LEGISLATION/ADMINISTRATIVE RULE MATTERS

The Section asked for clarification as to the seat currently held by Nicholas Smiar.

MOTION: Barbara Viste-Johnson moved, seconded by Daryl Wood, to affirm the prior motion of the Social Worker Section to request a change to the Section’s composition to remove the requirement that one member be a CISW and to allow that seat to be filled by a CISW or LCSW. Motion carried unanimously.

SPEAKING ENGAGEMENT(S), TRAVEL, OR PUBLIC RELATION REQUEST(S)

1) Speaking Engagement Request: Consider Designation of Section Member to Speak at the Wisconsin Council on Social Work Education (WCSWE) Annual Conference – Chula Vista Resort – Wisconsin Dells – April 12-13, 2012

MOTION: Daryl Wood moved, seconded by Barbara Viste-Johnson, to designate Nicholas Smiar as the Section’s delegate to speak on behalf of the Section at the Wisconsin Council on Social Work Education (WCSWE) Annual Conference in Wisconsin Dells, April 12-13, 2012. Motion carried unanimously.

INFORMATIONAL ITEM(S)

1) Review of Circuit Court Decision Regarding the Estate of Judy A. Hammersley v. Wisconsin County Mutual Insurance Corp.

Colleen Baird provided the Section with a case overview for information purposes only.

SCREENING PANEL REPORT

Daryl Wood indicated that one case was screened, but was noted opened.

NEW BUSINESS

Eric Alvin indicated that he had sent the letter to Mary Jo Walsh thanking her for her service to the Section.

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to send a letter to George Kamps thanking him for his service to the Section and Board. Motion carried unanimously.

PUBLIC COMMENTS

Representatives from Upper Iowa University told the Section that they will be bringing their program to the Section for review at a future meeting of the Section.

CONVENE TO CLOSED SESSION

MOTION: Barbara Viste-Johnson moved, seconded by Nicholas Smiar, to convene into closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats., to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.) Roll Call Vote: Eric Alvin-yes; Nicholas Smiar-yes; Daryl Wood-yes; and Barbara Viste-Johnson-yes. Motion carried unanimously.

The Section convened into Closed Session at 12:37 p.m.

RECONVENE TO OPEN SESSION

MOTION: Nicholas Smiar moved, seconded by Barbara Viste-Johnson, to reconvene into open session at 4:40 p.m. Motion carried unanimously.

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

APPLICATION REVIEWS

- 1) **12:30 P.M. TENTATIVE APPEARANCE – Michelle Stoneburner, Applicant, and La Causa Staff – Michelle Stoneburner – Application for Licensed Clinical Social Worker (LCSW)**

MOTION: Barbara Viste-Johnson moved, seconded by Daryl Wood, to obtain the following information related to Michelle Stoneburner’s LCSW application, redacted for purposes of confidentiality:

1. Initial Diagnostic Evaluations
2. Treatment Plan and Reviews
3. Progress Notes
4. Discharge Summaries
5. Logs of Clinical Psychotherapy Hours

Motion carried unanimously.

**DELIBERATION ON PROPOSED STIPULATIONS,
FINAL DECISIONS AND ORDERS**

1) **Kathy A. Dain (11 SOC 076)**

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Kathy A. Dain (11 SOC 076). Motion carried unanimously.

2) **David R. Egener (10 SOC 049)**

MOTION: Daryl Wood moved, seconded by Nicholas Smiar, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against David R. Egener (10 SOC 049). Motion carried unanimously.

3) **Erica M. Schoch (11 SOC 080)**

MOTION: Daryl Wood moved, seconded by Barbara Viste-Johnson, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Erica M. Schoch (11 SOC 080). Motion carried unanimously.

4) **Stephanie L. Sir (12 SOC 005)**

MOTION: Daryl Wood moved, seconded by Nicholas Smiar, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Stephanie L. Sir (12 SOC 005). Motion carried unanimously.

DELIBERATION ON PROPOSED ADMINISTRATIVE WARNINGS

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to issue an administrative warning in the matter of case # 11 SOC 086. Motion carried. Barbara Viste-Johnson recused herself from deliberations and the vote.

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to issue an administrative warning in the matters of cases 12 SOC 009, 12 SOC 011, 12 SOC 015, 12 SOC 018, 12 SOC 019, 12 SOC 023, 12 SOC 028, 12 SOC 030, 12 SOC 039 and 12 SOC 057. Motion carried unanimously.

DELIBERATION ON PROPOSED FINAL DECISIONS AND ORDERS

1) **Allen Hentz, Division of Hearing and Appeals (DHA) Case # SPS-11-0054; Division of Enforcement (DOE) Case #s 10 SOC 013 and 10 SOC 055**

MOTION: Daryl Wood moved, seconded by Barbara Viste-Johnson, to adopt the Findings of Fact, Conclusions of Law, Proposed Decision and Order, in the matter of disciplinary proceedings against Allen Hentz, Division of Hearing and Appeals (DHA) Case # SPS-11-0054; Division of Enforcement (DOE) Case #s 10 SOC 013 and 10 SOC 055. Motion carried unanimously.

REVIEW OF APPLICATIONS FOR LICENSURE

The Section reviewed pending application files.

DIVISION OF ENFORCEMENT

1) **Case Status Report**

The Section received and reviewed its case status report.

2) **Case Closings**

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to close the following cases according to the recommendations by the Division of Enforcement:

- | | |
|--------------------|---------------------|
| 1. 11 SOC 073 – P2 | 7. 12 SOC 026 – NV |
| 2. 11 SOC 078 – IE | 8. 12 SOC 044 – NV |
| 3. 11 SOC 082 – IE | 9. 12 SOC 047 – NV |
| 4. 11 SOC 083 - NV | 10. 12 SOC 064 – P2 |
| 5. 12 SOC 012 – NV | 11. 12 SOC 065 – NV |
| 6. 12 SOC 013 – NV | 12. 12 SOC 076 - IE |

Motion carried unanimously.

ADJOURNMENT

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to adjourn the meeting at 4:48 p.m. Motion carried unanimously.