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**TELECONFERENCE/VIRTUAL  
SOCIAL WORKER SECTION  
MARRIAGE AND FAMILY THERAPY, PROFESSIONAL COUNSELING, AND  
SOCIAL WORK EXAMINING BOARD  
Room N208, 4822 Madison Yards Way, 2<sup>nd</sup> Floor, Madison  
Contact: Christian Albouras (608) 266-2112  
April 14, 2020**

*The following agenda describes the issues that the Section plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions of the Section.*

**AGENDA**

**12:30 P.M.**

**(OR IMMEDIATELY FOLLOWING THE PROFESSIONAL COUNSELOR  
SECTION MEETING)**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

- A. Adoption of Agenda (1-3)**
- B. Approval of Minutes of February 12, 2020 – Teleconference (4-11)**
- C. Conflicts of Interest
- D. Administrative Matters**
  - 1) Department, Staff and Board Updates
  - 2) Board Member – Term Expiration Date
- E. Administrative Rule Matters – Discussion and Consideration**
  - 1) Pending and Possible Rulemaking Projects
- F. COVID-19 – Discussion and Consideration**
- G. Discussion and Consideration of Items Added After Preparation of Agenda
  - 1) Introductions, Announcements and Recognition
  - 2) Administrative Matters
  - 3) Election of Officers
  - 4) Appointment of Liaisons and Alternates
  - 5) Delegation of Authorities
  - 6) Education and Examination Matters
  - 7) Credentialing Matters
  - 8) Approval(s) for Psychometric Testing
  - 9) Practice Matters
  - 10) Administrative Rule Matters
  - 11) Legislative and Policy Matters

- 12) Liaison Reports
- 13) Board Liaison Training and Appointment of Mentors
- 14) Informational Items
- 15) Division of Legal Services and Compliance (DLSC) Matters
- 16) Presentations of Petitions for Summary Suspension
- 17) Petitions for Designation of Hearing Examiner
- 18) Presentation of Stipulations, Final Decisions and Orders
- 19) Presentation of Proposed Final Decisions and Orders
- 20) Presentation of Interim Orders
- 21) Petitions for Re-Hearing
- 22) Petitions for Assessments
- 23) Petitions to Vacate Orders
- 24) Requests for Disciplinary Proceeding Presentations
- 25) Motions
- 26) Petitions
- 27) Appearances from Requests Received or Renewed
- 28) Speaking Engagements, Travel, or Public Relation Requests, and Reports

#### H. Public Comments

**CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85(1)(b), 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.).**

#### I. Deliberation on DLSC Matters

##### 1) Case Closings

- a. 18 SOC 029 – J.A.C. **(12-15)**
- b. 18 SOC 034 – J.A.S. **(16-40)**
- c. 18 SOC 035 – M.N.C. **(41-43)**
- d. 18 SOC 041 – K.L.F. **(44-49)**
- e. 18 SOC 042 – B.M.S. **(50-54)**
- f. 18 SOC 064 – N.A.R. **(55-57)**
- g. 19 SOC 063 – G.G.R. **(58-64)**

##### 2) Proposed Stipulations, Final Decisions and Orders

- a. 18 SOC 031 – Russell S. Streinick, LCSW **(65-71)**
- b. 19 SOC 080 – Nadia A. Czarniak, APSW, CSAC, CS-IT **(72-77)**

#### J. Deliberation on Proposed Final Decision and Orders

- 1) Daniel D. Cousins, Sr., APSW, CSAC, CS-IT, Respondent (DHA Case Number SPS-19-0055/DLSC Case Numbers 17 SOC 030 and 18 SOC 017) **(78-88)**

#### K. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) DLSC Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petitions for Summary Suspensions

- 7) Petitions for Designation of Hearing Examiner
- 8) Proposed Stipulations, Final Decisions and Orders
- 9) Proposed Interim Orders
- 10) Administrative Warnings
- 11) Review of Administrative Warnings
- 12) Proposed Final Decisions and Orders
- 13) Matters Relating to Costs/Orders Fixing Costs
- 14) Case Closings
- 15) Board Liaison Training
- 16) Petitions for Assessments and Evaluations
- 17) Petitions to Vacate Orders
- 18) Remedial Education Cases
- 19) Motions
- 20) Petitions for Re-Hearing
- 21) Appearances from Requests Received or Renewed

L. Consulting with Legal Counsel

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

M. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

N. Open Session Items Noticed Above Not Completed in the Initial Open Session

**ADJOURNMENT**

**NEXT MEETING: JULY 21, 2020**

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 MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED  
 WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 4822 Madison Yards Way, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Interpreters for the hearing impaired provided upon request by contacting the Affirmative Action Officer, 608-266-2112.

**SOCIAL WORKER SECTION  
TELECONFERENCE/VIRTUAL  
MEETING MINUTES  
FEBRUARY 12, 2020**

**PRESENT:** Candace Coates, Kristin Koger, Elizabeth Krueger

**STAFF:** Debra Sybell, Executive Director; Jameson Whitney, Legal Counsel; Jon Derenne, Administrative Rules Coordinator; Kimberly Wood, Program Assistant Supervisor-Advanced; and other DSPS Staff

**CALL TO ORDER**

Kristin Koger, Vice Chairperson, called the meeting to order at 11:28 a.m. A quorum was confirmed with three (3) members present.

**ADOPTION OF AGENDA**

**MOTION:** Elizabeth Krueger moved, seconded by Candace Coates, to adopt the Agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF OCTOBER 15, 2019**

**MOTION:** Elizabeth Krueger moved, seconded by Candace Coates, to approve the Minutes of October 15, 2019 as published. Motion carried unanimously.

**ADMINISTRATIVE MATTERS**

**Election of Officers, Appointment of Liaisons and Alternates, and Delegation of Authorities**

*Chairperson*

**NOMINATION:** Kristin Koger nominated Candace Coates for the Office of Chairperson.

Debra Sybell, Executive Director, called for nominations three (3) times.

Candace Coates was elected as Chairperson by unanimous voice vote.

*Vice Chairperson*

**NOMINATION:** Elizabeth Krueger nominated Kristin Koger for the Office of Vice Chairperson.

Debra Sybell, Executive Director, called for nominations three (3) times.

Kristin Koger was elected as Vice Chairperson by unanimous voice vote.

*Secretary*

**NOMINATION:** Candace Coates nominated Elizabeth Krueger for the Office of Secretary.

Debra Sybell, Executive Director, called for nominations three (3) times.

Elizabeth Krueger was elected as Secretary by unanimous voice vote.

<b>ELECTION RESULTS</b>	
<b>Chairperson</b>	Candace Coates
<b>Vice Chairperson</b>	Kristin Koger
<b>Secretary</b>	Elizabeth Krueger

<b>LIAISON APPOINTMENTS</b>	
<b>Credentialing Liaison(s)</b>	Candace Coates, Kristin Koger, Elizabeth Krueger
<b>Exams, Education and ASWB Liaison</b> <i>(Assoc. of Social Work Boards)</i>	Candace Coates <i>Alternate: Kristin Koger</i>
<b>Continuing Education Liaison(s)</b>	Elizabeth Krueger <i>Alternate: Kristin Koger</i>
<b>Monitoring Liaison</b>	Elizabeth Krueger <i>Alternate: Kristin Koger</i>
<b>Professional Assistance Procedure (PAP) Liaison</b>	Elizabeth Krueger <i>Alternate: Kristin Koger</i>
<b>Travel Liaison</b>	Candace Coates
<b>Screening Panel</b>	Kristin Koger, Elizabeth Krueger <i>Alternate: Candace Coates</i>

*Delegations*

*Document Signature Delegations*

**MOTION:** Elizabeth Krueger moved, seconded by Kristin Koger, to delegate authority to the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) to sign documents on behalf of the Section in order to carry out its duties. Motion carried unanimously.

**MOTION:** Candace Coates moved, seconded by Elizabeth Krueger, in order to carry out duties of the Section, the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) has the ability to delegate signature authority for purposes of facilitating the completion of assignments during or between meetings. The members of the Section hereby delegate to the Executive Director or DPD Division Administrator, the authority to sign on behalf of a board member as necessary. Motion carried unanimously.

#### *Delegated Authority for Urgent Matters*

**MOTION:** Kristin Koger moved, seconded by Candace Coates, that in order to facilitate the completion of urgent matters between meetings, the Section delegates its authority to the Chairperson (or, in the absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession), to appoint liaisons to the Department to act in urgent matters. Motion carried unanimously.

#### *Monitoring Delegations*

**MOTION:** Elizabeth Krueger moved, seconded by Kristin Koger, to adopt the “Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor” as presented in the February 12, 2020 agenda materials. Motion carried unanimously.

#### *Credentialing Authority Delegations*

##### **Delegation of Authority to Credentialing Liaison (Generic)**

**MOTION:** Candace Coates moved, seconded by Elizabeth Krueger, to delegate authority to the Credentialing Liaison(s) to serve as a liaison between DSPS and the Section and to act on behalf of the Section in regard to credentialing applications or questions presented to them. Motion carried unanimously.

##### **Delegation of Authority to DSPS When Credentialing Criteria is Met**

**MOTION:** Candace Coates moved, seconded by Elizabeth Krueger, to delegate credentialing authority to DSPS to act upon applications that meet all credentialing statutory and regulatory requirements without Section or Section liaison review. Motion carried unanimously.

##### **Delegation of Authority to DSPS for Social Worker Training Certificates**

**MOTION:** Elizabeth Krueger moved, seconded by Kristin Koger, to delegate to DSPS staff the authority to approve education under Option 1 and Option 2, in form # 2998, for Social Worker Training Certificates. Motion carried unanimously.

***Delegation of Authority to DSPS Staff to Approve Applications Without Further Criminal Activity***

**MOTION:** Elizabeth Krueger moved, seconded by Candace Coates, to delegate to DSPS staff the authority to address applications where a Criminal Background check had been approved for a previous Social Work Credential and has been no criminal activity since that approval. Motion carried unanimously.

***Delegated Authority for Application Denial Reviews***

**MOTION:** Elizabeth Krueger moved, seconded by Kristin Koger, that the Department's Attorney Supervisors, DLSC Administrator, or their designee are authorized to serve as the Section's designee for purposes of reviewing and acting on requests for hearing as a result of a denial of a credential. The Section requests notifications in this regard be sent to members of the section. Motion carried unanimously.

***Pre-Screening Delegation to Open Cases***

**MOTION:** Elizabeth Krueger moved, seconded by Kristin Koger, to delegate pre-screening decision making authority to the DSPS screening attorney for opening cases as outlined below:

1. OWIs of 3 or more that occurred in the last 5 years.
2. Reciprocal discipline cases.
3. Impairment and/or diversion at work that includes a positive drug/alcohol test or admission by respondent.
4. Conviction of a misdemeanor or felony that the attorney believes is substantially related and is not otherwise excluded from consideration via Wis. Stat. ch. 111.
5. No response from the respondent after intake requested a response (case would be opened for the failure to respond issue as well as the merits).

Motion carried unanimously.

***Education, Continuing Education, Examination and ASWB Delegation(s)***

**MOTION:** Kristin Koger moved, seconded by Candace Coates, to delegate authority to the Examination, Education, and ASWB Liaison(s) to address all issues related to examinations, education, and ASWB matters. Motion carried unanimously.

**MOTION:** Elizabeth Krueger moved, seconded by Kristin Koger, to delegate authority to the Continuing Education Liaison(s) to address all issues related to continuing education matters. Motion carried unanimously.

### *Optional Renewal Notice Insert Delegation*

**MOTION:** Elizabeth Krueger moved, seconded by Kristin Koger to designate the Chairperson (or, in the absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) to provide a brief statement or link relating to board-related business within the license renewal notice at the Section's or Section designee's request. Motion carried unanimously.

### *Travel Delegation*

**MOTION:** Kristin Koger moved, seconded by Elizabeth Krueger, to delegate authority to the Travel Liaison to approve any Section member travel. Motion carried unanimously.

### **Board Member – Term Expiration Date**

**MOTION:** Elizabeth Krueger moved, seconded by Kristin Koger, to recognize and thank Gregory Winkler for his years of dedicated service to the MPSW Examining Board, Social Worker Section and the State of Wisconsin. Motion carried unanimously.

**MOTION:** Kristin Koger moved, seconded by Candace Coates, to recognize and thank Todd Tedrow for his dedicated service to the MPSW Examining Board, Social Worker Section and the State of Wisconsin. Motion carried unanimously.

## **ADMINISTRATIVE RULE MATTERS**

### **ASWB Exam Use Policy**

**MOTION:** Elizabeth Krueger moved, seconded by Candace Coates, to request DSPS staff draft a letter requesting an exception to the ASWB exam use policy allowing SWTC candidates to take the bachelor's level social work exam, and allowing LCSW candidates to take the clinical level exam after completing 3,000 hours of clinical experience. Motion carried unanimously.

**MOTION:** Elizabeth Krueger moved, seconded by Candace Coates, to authorize the Chairperson to approve the draft letter requesting an exception to the ASWB exam use policy for submittal to the full Marriage and Family Therapy, Professional Counseling, and Social Work Examining Board for consideration at its next meeting. Motion carried unanimously.



## CLOSED SESSION

**MOTION:** Elizabeth Krueger moved, seconded by Kristin Koger, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigation with administrative warnings (ss. 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.). Candace Coates, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Candace Coates-yes, Kristin Koger-yes; and Elizabeth Krueger-yes. Motion carried unanimously.

The Section convened into Closed Session at 12:52 p.m.

## CREDENTIALING MATTERS

### APPLICATION REVIEWS

#### *Jessica Lorum, Social Work Renewal Applicant*

**MOTION:** Elizabeth Krueger moved, seconded by Candace Coates, to offer a Limited License in the Social Worker renewal application of Jessica Lorum, to require a fitness to practice evaluation with a Section approved provider within 60 days of the date of the order, to follow all provider recommendations, to show the order to any employers, and to prohibit her from working with male clients. The Section further states that should the applicant not respond within 60 calendar days of the Limited License offer the application shall be denied. Reason for Denial: Conviction substantially related to the practice of Social Work. Motion carried unanimously.

## DIVISION OF LEGAL SERVICES AND COMPLIANCE MATTERS

### Administrative Warnings

#### *19 SOC 011 – J.M.S.*

**MOTION:** Elizabeth Krueger moved, seconded by Candace Coates, to issue an Administrative Warning in the matter of J.M.S., DLSC Case Number 19 SOC 011. Motion carried unanimously.

## Case Closings

**MOTION:** Candace Coates moved, seconded by Kristin Koger, to close the following DLSC cases for the reasons outlined below:

1. 17 SOC 073 – E.E.P. – Insufficient Evidence
2. 18 SOC 011 – R.S.W. – Insufficient Evidence
3. 18 SOC 016 – J.C.H. – Insufficient Evidence
4. 18 SOC 038 – J.L.Z. – Prosecutorial Discretion (P5)
5. 18 SOC 040 – J.L.K. – Prosecutorial Discretion (P5)
6. 18 SOC 069 – P.M.O. – Insufficient Evidence
7. 19 SOC 037 – C.R.C. – Lack of Jurisdiction (L1)
8. 19 SOC 047 – J.H.H. – Prosecutorial Discretion (P3)

Motion carried unanimously.

## Proposed Stipulations and Final Decisions and Orders

### *19 SOC 031 – Bernard J. Trokan, A.P.S.W.*

**MOTION:** Kristin Koger moved, seconded by Elizabeth Krueger, to delegate to DSPS Chief Legal Counsel the Section’s authority to preside over and resolve the matter of disciplinary proceedings against Bernard J. Trokan, A.P.S.W., DLSC Case Number 19 SOC 031. Motion carried unanimously.

### *19 SOC 049 – Julie M. Behnke, S.W., C.S.A.C.*

**MOTION:** Kristin Koger moved, seconded by Candace Coates, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Julie M. Behnke, S.W., C.S.A.C., DLSC Case Number 19 SOC 049. Motion carried unanimously.

## **RECONVENE TO OPEN SESSION**

**MOTION:** Elizabeth Krueger moved, seconded by Candace Coates, to reconvene into open session. Motion carried unanimously.

The Section reconvened into Open Session at 1:22 p.m.

## **VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION**

**MOTION:** Kristin Koger moved, seconded by Candace Coates, to affirm all motions made and votes taken in closed session. Motion carried unanimously.

*(Please be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)*

## ADJOURNMENT

**MOTION:** Kristin Koger moved, seconded by Elizabeth Krueger, to adjourn the meeting.  
Motion carried unanimously.

The meeting adjourned at 1:23 p.m.

DRAFT