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**VIRTUAL/TELECONFERENCE  
SOCIAL WORKER SECTION  
MARRIAGE AND FAMILY THERAPY, PROFESSIONAL COUNSELING, AND  
SOCIAL WORK EXAMINING BOARD  
Virtual, 4822 Madison Yards Way, Madison  
Contact: Christine Poleski (608) 266-2112  
October 13, 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**

**12:00 P.M.**

**(OR IMMEDIATELY FOLLOWING THE MPSW EXAMINING BOARD MEETING)**

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

- A. Adoption of Agenda (1-3)**
- B. Approval of Minutes of September 15, 2020 (4-6)**
- C. Conflicts of Interest
- D. Introductions, Appointments and Recognition – Discussion and Consideration**
  - 1) Abike Sanyaolu, Public Member (Replaces: Wood)
  - 2) Nancy Unzueta Saiz, Social Worker Member (Replaces: Koger)
- E. Administrative Matters – Discussion and Consideration**
  - 1) Department, Staff and Board Updates
  - 2) Delegation of Authorities **(7-9)**
  - 3) Board Member – Term Expiration Date
- F. NASW Question Regarding Out-of-State Licensees – Discussion and Consideration**
- G. COVID-19 – Discussion and Consideration**
- H. Administrative Rule Matters – Discussion and Consideration
  - 1) Pending and Possible Rulemaking Projects
- I. 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

J. 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.).**

**K. Credentialing Matters**

- 1) **Application Review**
  - a. Kelly Henneman, SWTC Applicant **(10-81)**

L. 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

M. Consulting with Legal Counsel

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

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

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

**ADJOURNMENT**

**NEXT MEETING: TBD**

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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. Requests for interpreters for the deaf or hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer, 608-266-2112, or the Meeting Staff at 608-266-5439.

**SOCIAL WORKER SECTION  
VIRTUAL/TELECONFERENCE  
MEETING MINUTES  
SEPTEMBER 15, 2020**

**PRESENT:** Cynthia Adell, Candace Coates, Elizabeth Krueger

**STAFF:** Christine Poleski, Executive Director; Jameson Whitney, Legal Counsel; Jon Derenne, Rules Coordinator; Kimberly Wood, Program Assistant Supervisor-Advanced; Daniel Betekhtin, Bureau Assistant; and other DSPS Staff

**CALL TO ORDER**

Candace Coates, Chairperson, called the meeting to order at 11:04 a.m. A quorum was confirmed with three (3) members present.

**ADOPTION OF AGENDA**

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

**APPROVAL OF MINUTES OF APRIL 14, 2020**

**MOTION:** Elizabeth Krueger moved, seconded by Cynthia Adell, to approve the Minutes of April 14, 2020 as published. Motion carried unanimously.

**INTRODUCTIONS, APPOINTMENTS, AND RECOGNITION**

**Recognition: Kristin Koger, Independent Social Worker Member**

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

**DIVISION OF LEGAL SERVICES AND COMPLIANCE MATTERS**

**Proposal to Utilize Case Advisors**

**MOTION:** Elizabeth Krueger moved, seconded by Candace Coates, to accept the proposal to utilize case advisors. Motion carried unanimously.

**CREDENTIALING MATTERS**

**Social Worker Training Certificate (SWTC) Internship Hours During Degree**

**MOTION:** Elizabeth Krueger moved, seconded by Candace Coates, request that Department staff direct Holy Family College to contact the ASWB regarding possible options to complete the 400-hour internship requirement for social

worker training certificate holders under MPSW 3.13. Motion carried unanimously.

### **CLOSED SESSION**

**MOTION:** Candace Coates moved, seconded by Elizabeth Krueger, 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 warning (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: Cynthia Adell-yes, Candace Coates-yes, and Elizabeth Krueger-yes. Motion carried unanimously.

The Section convened into Closed Session at 11:50 a.m.

### **CREDENTIALING MATTERS**

#### **Application Review**

#### ***Kelly Henneman, SWTC Applicant***

**MOTION:** Elizabeth Krueger moved, seconded by Candace Coates, to direct Board Legal Counsel to draft a 3-option letter to be sent to Kelly Henneman, SWTC Applicant, regarding the deficiencies in her social worker training certificate application, what needs to be done to address the deficiencies, and what other options she has. Motion carried unanimously.

#### ***Rebecca Ketter, SWTC Applicant***

**MOTION:** Candace Coates moved, seconded by Cynthia Adell, to approve the Social Work Training Certificate application of Rebecca Ketter, once all requirements are met. Motion carried unanimously.

### **DIVISION OF LEGAL SERVICES AND COMPLIANCE MATTERS**

#### **Administrative Warnings**

#### ***19 SOC 059 – A.M.G.***

**MOTION:** Candace Coates moved, seconded by Elizabeth Krueger, to issue an Administrative Warning in the matter of A.M.G., DLSC Case Number 19 SOC 059. Motion carried unanimously.

#### **Case Closings**

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

1. 18 SOC 062 – E.A.K., APSW – Lack of Jurisdiction (L2)
  2. 19 SOC 004 – M.L.C. – Insufficient Evidence
  3. 19 SOC 017 – J.D.B – Insufficient Evidence
  4. 20 SOC 008 – M.C. – Insufficient Evidence
- Motion carried unanimously.

### **Stipulations and Final Decisions and Orders**

**MOTION:** Cynthia Adell moved, seconded by Candace Coates, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings of the following cases:

1. 18 SOC 028 – Christie L. Hill, SW
2. 18 SOC 036 – Patricia A. Unseth, APSW, SAC-IT
3. 18 SOC 051 – Thomas E. Eckels, SW
4. 18 SOC 062 – Elizabeth A. Kuhn, LCSW
5. 18 SOC 070 – Mustafa A. Sabree, SW
6. 18 SOC 082 – Brittany M. Olson, SW
7. 20 SOC 026 – Tressa L. Weber, SW

Motion carried unanimously.

### **RECONVENE TO OPEN SESSION**

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

The Section reconvened into Open Session at 12:24 p.m.

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

**MOTION:** Candace Coates moved, seconded by Cynthia Adell, 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.)*

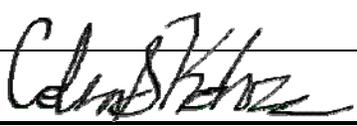
### **ADJOURNMENT**

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

The meeting adjourned at 12:28 p.m.

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b> Colin Kohrs, Paralegal on behalf of Amber Cardenas (608-266-9840) & Allison Boldt (608-266-3679) Division of Professional Credential Processing		<b>2) Date When Request Submitted:</b> September 25, 2020 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b> Social Worker Section			
<b>4) Meeting Date:</b>  October 13, 2020	<b>5) Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b>  Administrative Matters – Discussion and Consideration: Delegation of Authorities	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b>  <input type="checkbox"/> Yes ( <a href="#">Fill out Board Appearance Request</a> ) <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>  n/a	
<b>10) Describe the issue and action that should be addressed:</b>  The Credentialing Attorneys request the Section consider the attached motions to delegate additional decision making authority to the DSPS attorneys and paralegals regarding CIB and predetermination reviews, and reciprocity reviews			
<b>11)</b> 	Authorization		09/25/2020
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date			
<b>Directions for including supporting documents:</b> 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

**Delegation for CIB and Predetermination Decision Making Authority to DSPS Attorneys and Paralegals**

**MOTION:** [Member] moved, seconded by [Member], to delegate CIB and Predetermination decision making authority to DSPS attorneys and paralegals to review and approve applications with municipal/ordinance violations which are **not substantially related to the practice of social work** including the following municipal/ordinance violations:

- Loitering
- Littering
- Retail Theft (includes shoplifting and NSF checks)
- Up to two (2) Underage Drinking/Underage Possession of Alcohol
- One (1) Possession of THC
- Resisting/Obstructing an Officer
- Disorderly Conduct/Disturbing the Peace
- Trespassing
- Operating after Suspension/Revocation
- OWI 1<sup>st</sup>
- A violation that is an ordinance violation in Wisconsin, but a misdemeanor in other states.

**Delegation for Reciprocity Review Approval Decision Making Authority to DSPS Attorneys**

**MOTION:** [Member] moved, seconded by [Member], to delegate Reciprocity Review approval decision making authority to DSPS attorneys to review and approve reciprocity reviews for **Social Worker** reciprocity applications where the other state requires:

- A bachelor's or master's degree in social work from a program accredited by, or a preaccreditation program of, the council on social work education or a doctorate degree in social work, or program found to be equivalent by the other state's credentialing authority, and
- Passes one or more examinations approved by the social worker section.

**MOTION:** [Member] moved, seconded by [Member], to delegate Reciprocity Review approval decision making authority to DSPS attorneys to review and approve reciprocity reviews for **Advanced Practice Social Worker** reciprocity applications where the other state requires:

- A master's degree in social work from a program accredited by, or a preaccreditation program of, the council on social work education or a doctorate degree in social work, or program found to be equivalent by the other state's credentialing authority, and
- Passes one or more examinations approved by the social worker section

**MOTION:** [Member] moved, seconded by [Member], to delegate Reciprocity Review approval decision making authority to DSPS attorneys to review and approve reciprocity reviews for **Independent Social Worker** reciprocity applications where the other state requires:

- A master's degree in social work from a program accredited by, or a preaccreditation program of, the council on social work education or a doctorate degree in social work, or program found to be equivalent by the other state's credentialing authority,
- Has engaged in the equivalent of at least 2 years of full-time supervised social work practice approved by the social worker section, and
- Passes one of the examinations approved for WI Ind. Social Worker applicants.