



## ***Counselor, Social Worker & Marriage and Family Therapist Board***

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**September 18, 2014**

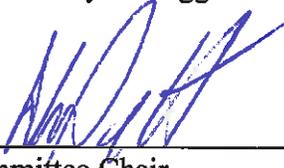
### **CE COMMITTEE MEETING MINUTES**

**Members Present:** Dr. Alan Demmitt, Dr. Otha Gilyard, and Ms. Erin Michel

**Staff present:** Ms. Paula Broome, Mr. Brian Carnahan, Ms. Rhonda Franklin, and Ms. Patty Miller

- **Call to order.**
- **Election of a Chair**
  - Dr. Gilyard moved to nominate Dr. Demmitt as Committee Chair, seconded by Ms. Michel. Approved.
- **Approval of the agenda and minutes from May.**
  - Dr. Gilyard moved to approve the Agenda; second Ms. Michel. Approved.
  - Dr. Gilyard moved to approve the minutes as amended per Ms. Broome's recommendation below; seconded by Ms. Michel.
    - a. Clarify the minutes from May 15, 2014. Section (2)(b) the statement is incorrect. The committee voted to allow non-approved hours (once approved during the audit) to be used as extra hours, that could be banked towards the licensees' next renewal.
      - A fee of up to \$40 was deemed reasonable.
      - Additional discussion will occur during the November meeting since implementing the fee requires a rules change.
- **Audit report: May-July 2014**
  - Total number audited: 799
  - Renewed with non-approved hours: 70
  - No Supervision: 5
  - No Ethics: 1
  - No CE hours completed until audit: 8
  - CE hours taken outside of 2 year renewal period: 3
  - Renewed with less than 30 hours: 23
  - Sent to investigation: 22
  - Caution Letters: 132
- Ms. Broome asked the Board to review the updated **2014 Program & Provider Guidelines**. Ms. Michel found an error, which has been corrected.

- Ms. Broome reminded the CE committee of their decision from the March 2014 CE meeting to discuss adding language to the rules concerning the non-disciplinary fee. Dr. Gilyard suggested the fee be no more than \$40 dollars. The committee also discussed a fee based on the type of violation and if the error was repeated. Dr. Demmitt asked Ms. Broome to come up with suggested wording for the rule and different scenarios in which the law/rule would apply.
- Ms. Broome asked the committee members to remember to share law and rule changes discussed in their individual committee meetings. She gave the example, of the 6/1/14 rule change for MFTs the amount of distance learning hours allowed during renewal were changed from 30 to only 15. Ms. Miller and Ms. Broome were not aware of that change until after the minutes were approved and posted online.
- **Continuing education issues**
  - Ms. Miller proposed a question regarding the location of program reviewers. Should such reviewers be located in Ohio?
- **Other**
  - Discussion of ICFT peer consultation CEU model. The Committee agreed no action was necessary.
  - Repeat requests for extensions/waivers.
    - Ms. Franklin requested the Committee consider adopting a policy regarding licensees who frequently request renewal extensions and/or waivers. The Committee agreed that referring the licensee to the investigative unit for follow up as a possible impaired practitioner is appropriate after 3 or more requests for an extension.
  - Extenuating financial circumstances for waiver request.
    - The committee agreed no waivers of renewal fees should be approved. Licensees are provided sufficient notice of the requirement to renew, providing an opportunity to identify resources with which to pay any fees.
- **Social Work Supervision webinar discussion**
  - Mr. Warne provided an overview of the Social Work Supervision presentation he developed for use by the Board as a CEU. The other two committees will be offered an opportunity to review Mr. Warne's presentation.
- CEUs for participating on the Board was briefly discussed. No further action was taken.
- Dr. Gilyard suggested having a clear start and stop time for the CEU meeting.


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 Committee Chair  
 Dr. Alan Demmitt, Ph.D, IMFT, LPCC-S