

STATE OF OHIO

COUNSELOR, SOCIAL WORKER AND MARRIAGE AND FAMILY THERAPIST BOARD

MAY 20, 2005

The regular meeting of the Board was convened at 1:00 PM on May 20, 2005, by Chairperson, Dr. Rose Quinones-DelValle, at the Board offices, 77 S. High St., Columbus, OH. Members present were: Mr. Glenn Abraham, Ms. Linda Barson, Dr. Theresa Cluse-Tolar, Dr. Randi Cohen, Dr. Susan Huss, Ms. Molly Michelbrink, Dr. William Mosier, Dr. Julianne Serovich, Ms. Mary Anne Sharkey, and Mr. Jan White. Absent: Mr. Rocky Black, Ms. Gwendolyn DaCons-Taylor, Mr. Kenneth Trivison, and Mr. Joseph Williams. Staff present: Mr. Simeon Frazier, Mr. James Rough, Mr. William Hegarty, Ms. Marcia Holleman, Ms. Tracey Hosom, Ms. Patricia Miller, Mr. Brian Powrie and Ms. Tamara Tingle. Also present: Mr. P. R. Casey, Assistant Attorney General, Mr. Henry Lustig, NASW, and Mr. Glennon Karr, Atty.

- I. Discussion and approval of agenda with addition under new business, Dr. Norris Huss moved to approve the agenda, Mr. White seconded. Carried.
- II. Dr. Cluse-Tolar moved to accept the May 20, 2005, minutes, Dr. Mosier seconded. Carried.

III. Executive Director Report Presented by Mr. James Rough:

Mr. Rough reported:

- a. The Board mailing contained information on the Consolidation and status of the marriage and family therapist diagnosis issue.
- b. The Mac computers in the office have been replaced by Dell PC's and a server is installed and is backed-up off site for security reasons. The Board's scanner was received yesterday, and Mr. Powrie has been able to scan 70-80 files, and then shred the files. After the Board reviews the new applications, they will be scanned and then shredded. Spoke with a Scanning Company about scanning all the files, a demonstration of the scanner is available on the 16th floor.
- c. Spoke with the Controlling Board for the move of the office to take place in October, DAS Real Estate is trying to get a contract, a layout of the office was sent to everyone showing the conference rooms in the new office. Hopefully, the files will be scanned mid

- June and July and the office will move by October 1, 2005. Some issues with files and multi licenses will need to be cleared up.
- d. The new website is up and some feedback has been received.
 - e. The CAVU system may not be ready by June 1, but hope to get started by then.
 - f. A lot of work has been done for the marriage and family therapist to diagnosis, and there has been a breakthrough.
 - g. Concerning the Consolidation, seven Boards were able to be exempt by actively lobbying, but no other reason why they were removed. The Executive Directors met with the Governor's staff for an alternative plan but no response has been received, it went to the Senate but they are not committed to anything to date. So, the Consolidation will is up in the air and may be removed. No response was heard from the Governor's office.
 - h. The strategic plan and the policy and procedures have been revised.
 - i. The CEU Committee discussed several issues with providers.
 - j. Discussed the Budget Report.
 - k. Some funds have been found in the budget due to positions that were vacant at one time and some areas had more funds than needed. Also, Mr. John Cunningham, DAS, reviewed the budget.
 - l. Reminded Board members about election of a new Board Chair and Committee Chairs at July Board meeting.

IV. Investigative Report presented by Mr. Hegarty:

- a. Since the March Board meeting there are thirty-six new cases open: twenty social work, ten counselor, one marriage and family therapist and five unlicensed. Third quarter of 2004, seventy-five cases were open compared to this quarter in 2005, which has seventy-one new cases.
- b. The Investigative Unit has traveled to Canton, Cedarville, Cincinnati five times, Mansfield, Steubenville, Cleveland three times and Dayton.
- c. The staff has been busy, there is a marriage and family therapist case, and there will be a social work licensure denial hearing at the July Board Meeting.

V. Legal Update presented by P.R. Casey:

Mr. Hegarty introduced P.R. Casey, the Board's new Assistant Attorney General. Ms. Barone, the previous Assistant Attorney General, has accepted a new job with the Ohio Department of Jobs and Family Services.

Mr. Casey reported he has worked with Ms. Barone so she will be keeping a close eye on him. Mr. Casey requested the Board go into Executive Session.

MOTION: Dr. Huss moved and Mr. White seconded the motion that the Board go into executive session to discuss legal issues. Voting Aye: Mr. Abraham, Ms. Barson, Dr. Cluse-Tolar, Dr. Cohen, Dr. Huss, Ms. Michelbrink, Dr. Mosier, Dr. Quinones-DelValle, Dr. Serovich, Ms. Sharkey and Mr. White.

The Board resumed open session following a motion by Mr. White seconded by Dr. Huss to come out of executive session, which was approved unanimously.

Dr. Huss commented she has been reviewing disciplinary cases for a few months and the staff does a good job, and the cases are easy to read. Dr. Cluse-Tolar, Dr. Quinones-DelValle, and Dr. Mosier agreed.

VI. Marriage and Family Therapist Professional Standards Committee Report was presented by Dr. Serovich:

Dr. Serovich reported:

- a. The Committee reviewed their agenda, previous minutes, and heard the investigative report.
- b. The Committee reviewed thirty one IMFT's and two MFT's and approved them all. Ms. Barson moved to approve the licensure candidates for licensure, Ms. Michelbrink seconded. Carried.
- c. Dr. Huss moved to approve the three intents to deny, two for not meeting the grandparenting criteria and one for the supervisor not recommending the licensure candidate, Dr. Cohen seconded. Carried. By July 2005 the Committee should be done with grandparenting.
- d. Continuing education was discussed.
- e. Discussed communication with a Board member when unable to attend a meeting.
- f. Discussed legislative issues.
- g. Thanked Mr. Rough and Dr. Mosier for talking with legislators.
- h. Discussed what information about test scores to give to applicants.
- i. Thanked Ms. Hosom for her hard work.
- j. Mr. White moved to approve the Marriage and Family Therapist report, Ms. Michelbrink seconded. Carried.

VII. Counselor Professional Standards Committee Report was presented by Dr. Huss:

Dr. Huss reported:

- a. Forty-eight PC's, forty PCC's and one intent was approved.
- b. Discussed test issues.
- c. Met with an NBCC testing representative and received clarification on the validity of the clinical portion and looked into the test being reviewed. The test results were 82% passed, 79% overall and 130 test packets were mailed for the month.
- d. Closed twelve cases, approved one consent agreement, revoked one license and re-affirmed one denied license.
- e. Guests from Ursuline College attended the Committee meeting to discuss Art Therapy.
- f. Approved two remediation plans.

VIII. Social Work Professional Standards Committee Report was presented by Dr. Cluse-Tolar:

Dr. Cluse-Tolar reported:

- a. The SWPSC approved sixteen SWA's, ninety-eight LSW's, eighteen LSW related degrees, and sixty-eight licensed independent social worker applicants.
- b. Approved one SWA intent to deny and two LSW intents to deny for not meeting the course requirements.
- c. Closed fourteen cases, approved seven consent agreements, one notice of opportunity for hearing, reviewed licensure applicants and reviewed five Goldman Hearings.
- d. The ASWB meeting is November 4-6 in Dearborn, Michigan. Dr. Cohen moved to send Mr. Rough and a Board member, ASWB will pay the Board member's expenses, Ms. Barson seconded. Carried.
- e. Nominating Mr. Abraham for Treasurer for ASWB, and there are three positions available on the nominating committee.
- f. Mr. Abraham requested to attend the ASWB meeting with Mr. Rough.
- g. Discussed impaired practitioner and improving the evaluations.
- h. Pre-approval for testing so there is not a gap between graduating and testing.
- i. Discussed the CLEAR Conference.

IX. Old Business:

Policies and Procedures

Dr. Cluse-Tolar reported Ms. DaCons-Taylor brought up Issue **2.3, #11** which states “**with Board Chair knowledge in the absence of the Board Chair, the designee.....**” and how the designee will be chosen.

Other suggestions include for **#12 delete electronic from policy**. In **#16 in service training** and **#2.4 change Assistant to Deputy** throughout.

Dr. Mosier moved to approve the policy and procedures with amendments, Ms. Sharkey seconded. Carried. Dr. Serovich abstains.

Mr. Rough reported the staff is doing a good job

Dr. Huss suggested reviewing the policy and procedures regularly and keeping as a live document. Dr. Quinones-DelValle agrees the policy and procedures must be an active document.

Strategic Plan

Dr. Huss stated **educational objective #2A**, should be covered in legal/ethics workshops not in service.

Need clarification of lapsed license or dead time. The procedure if one doesn't renew and practicing without a license, what is to be done. Active in renew status: what do we do. Active in renewal, licensee must be active in renewal to renew on line.

Look into rotating renewal of University Counseling programs, so all sixteen are not reviewed at the same time.

Review of application form.

Mr. Abraham questioned if it is the Board's responsibility for Out Reach programs to be kept current on our web-site.

Strategic Plans are just being reviewed and will be presented at the July board Meeting. Ms. Sharkey has some editing concerns. By next meeting the policy and procedures will be a working draft.

X. New Business:

Dr. Mosier is the delegate for the Regulatory Boards conference held in Phoenix, Arizona in September, also would like Mr. Rough to attend.

Would like to change Board date in September since it conflicts with the CLEAR conference which is September 15 and 16.

Dr. Mosier moved to change the September Board date from the 15th and 16th to the 29th and 30th of September, Ms. Barson seconded. Carried.

Dr. Cluse-Tolar moved for Mr. Rough to attend the CLEAR conference and the delegate for MFTs Dr. Mosier to attend, Ms. Barson seconded. Carried. If funds permit, would like Dr. Cluse-Tolar to attend also.

The Board stated that the Deputy Director is in charge when the Executive Director is not in the office.

Mr. Rough requested to be informed of any travel plans for budget tracking.

Dr. Huss moved to eliminate all post request for program approval effective 1/1/2006 for in state continuing education, Mr. Abraham seconded. Carried. Post request for program approval was in the statute years ago but taken out.

Dr. Serovich questioned why Board mailings are being sent DHL. Mr. Rough explained it is less expensive and verification can be used to track the received date.

Dr. Quinones-DelValle directed Mr. Rough to check into the absence of Board members allowed in certain time frames, so the Board is aware. Mr. Rough stated if missing 60% of meetings in 24 months, then the member is off the Board.

Dr. Mosier questioned if carrying three licensees or two, why is thirty hours of continuing education needed for each license. E-mail P.R. Casey and put on agenda for July.

XI. Adjourned:

Dr. Cluse-Tolar moved to adjourn, seconded by Dr. Huss. Carried unanimously and the meeting adjourned.

Dr. Rose Quinones-DelValle, Ph.D., PCC
Board Chair