



Counselor, Social Worker & Marriage and Family Therapist Board

50 West Broad Street, Suite 1425
Columbus, Ohio 43215-5919
614-466-0912 & Fax 614-728-7790
<http://cswmft.ohio.gov> & cswmft.info@cswb.state.oh.us

Social Worker Professional Standards Committee (SWPSC) Minutes

Thursday, September 21, 2006

Members Present: Mr. Glenn Abraham, Dr. Theresa Cluse-Tolar, Mr. Orest Holubec,
Ms. Jennifer Riesbeck-Lee, Ms. Molly Tucker

Staff Present: Ms. Marcia Holleman

1. The SWPSC meeting was called to order by Ms. Tucker at 9:00 a.m. Seconded by Ms. Riesbeck-Lee. Motion carried.

2. **Discussion/Approval of Agenda**

Ms. Tucker asked if there were any changes or discussion of the agenda. No changes or discussion were made. Ms. Riesbeck-Lee moved to approve the agenda. Seconded by Dr. Cluse-Tolar. Motion carried.

3. Ms. Tucker welcomed the newly appointed Board member, Mr. Holubec, to the Board and the Social Workers Professional Standards Committee (SWPSC). Mr. Holubec said that he looked forward to being a member of the Board and a part of the SWPSC.

4. **Working Meeting**

The SWPSC proceeded with a working meeting to Review Applications for Licensure; Correspondence; CEU Programs and Providers; and Renewal Issues.

5. **Meetings Scheduled With SWPSC**

9:30 a.m. – **Ms. Stephanie Hercik, pending LSW applicant** – Mr. Abraham and Ms. Riesbeck-Lee met with Ms. Hercik regarding the possibility that she has been practicing without a license and using the job title of Counselor. Mr. Abraham and Ms. Riesbeck-Lee will further discuss this meeting at the at the 9/22/06 SWPSC meeting.

10:00 a.m. – **Ms. Catherine Bradshaw, pending LSW applicant** - Mr. Abraham and Ms. Riesbeck-Lee met with Ms. Bradshaw regarding the possibility that she has been practicing without a license and using the job title of Social Worker. Mr. Abraham and Ms. Riesbeck-Lee will further discuss this meeting at the at the 9/22/06 SWPSC meeting.

6. **Administrative Hearing**

The matter of Ms. Jennifer Weber Swingle, LISW came before the following members of the Social Workers Professional Standards Committee (SWPSC) of the State of Ohio Counselor, Social Worker And Marriage & Family Therapist Board (CSWMFT Board): Mr. Glenn

Abraham, Dr. Theresa Cluse-Tolar, Mr. Orest Holubec, Ms. Jennifer Riesbeck-Lee and Ms. Molly Tucker.

On March 18, 2006, the CSWMFT Board ordered Ms. Swingle to submit to a mental health evaluation pursuant to the Ohio Administrative Code Section 4757-11-02(B).

On March 26, 2006, the CSWMFT Board received the results of that evaluation from the Program for Professionals, Center for Marital and Sexual Health, Beachwood, Ohio which indicated that Swingle suffered from a mental health impairment.

On May 20, 2006, a Notice of Opportunity for Hearing was issued to Ms. Swingle by the CSWMFT Board. The hearing was scheduled for September 21, 2006 at 12:30 p.m. Assistant Attorney General, Peter R. Casey, IV, represented the State. Ms. Swingle was present and was not represented by counsel. The hearing was adjourned at 3:30 p.m.

Ms. Tucker requested that the SWPSC meeting go into Executive Session at 3:35 p.m. to discuss the hearing. Accepted By A Unanimous Roll Call Vote.

Ms. Jennifer Riesbeck-Lee moved that the SWPSC come out of Executive Session at 4:04 p.m. Accepted By A Unanimous Roll Call Vote.

The Social Worker Professional Standards Committee, after reviewing all the exhibits and hearing the testimony presented, finds that Ms. Swingle suffers from a mental health impairment that prevents her from functioning in the capacity of an independent social worker under the purview of Ohio Revised Code Section 4757.36(A)(6).

Ms. Tucker asked if there was a motion on Ms. Swingle. Ms. Riesbeck-Lee made the following motion:

The SWPSC orders that Ms. Swingle's independent social worker license (I-0010005) to practice social work in the State of Ohio is indefinitely suspended for a minimum of two (2) years. No earlier than September 21, 2008, Ms. Swingle may request in writing to the Board that she be re-evaluated. The SWPSC will pre-approve a mental health provider to perform the mental health evaluation. All costs incurred are at the expense of Ms. Swingle. Once the SWPSC receives the mental health evaluation, they will consider lifting the suspension. Final authority to lift the suspension lies with the SWPSC.

The motion was seconded by Mr. Abraham. Motion carried.

7. Adjournment

Meeting was adjourned by Ms. Tucker at 4:23 p.m.

Social Worker Professional Standards Committee (SWPSC) Minutes

Friday, September 22, 2006

Members Present: Mr. Glenn Abraham, Dr. Theresa Cluse-Tolar, Ms. Jennifer Riesbeck-Lee, Ms. Molly Tucker
Staff Present: Mr. Bill Hegarty, Ms. Marcia Holleman, Ms. Tracey Hosom, Mr. Jim Rough
Guest Present: Mr. Henry Lustig, National Association of Social Workers (NASW) Liaison,

Mr. Tucker called the meeting to order at 8:45 a.m.

1. **Discussion/Approval of Agenda**

Ms. Tucker asked if there were any changes or discussion of the agenda. No changes or discussion were made. Mr. Abraham made the motion to approve the agenda. Seconded by Mr. Holubec. Motion carried.

2. **Approval of July 20th and 21st, 2006 SWPSC Minutes**

Ms. Tucker asked for the approval of the July 20th and 21st, 2006 minutes. Dr. Cluse-Tolar made the motion to approve the minutes. Seconded by Mr. Abraham. Motion carried.

3. **Discussion of Pending Applicants**

Ms. Stephanie Hercik, Pending LSW Applicant – Mr. Abraham and Ms. Riesbeck-Lee reported that they had met with Ms. Hercik regarding the possibility that she was practicing without a license at her place of employment (Community Assessment & Treatment Services, Inc (CATS), Cleveland, OH) and using the job title of Counselor. Ms. Hercik explained that with regard to her using the job title of Counselor, that it was the job title she was given by her place of employment. She shared with Mr. Abraham and Ms. Riesbeck Lee a letter from Ms. Darla Ginter, Clinical Director of Community Assessment & Treatment Services, Inc that explained that it was an oversight by the agency and that they have taken the necessary steps to correct this issue after they became aware that it was not appropriate based on ORC 4757.02(B)(1).

Ms. Hercik further explained that she began working at the agency on May 15, 2006 after she had passed the Bachelors level examination. She was waiting for her transcript so that she could make formal application for her license. Ms. Hercik's supervisor was instructed by Ms. Ginter to provide Ms. Hercik with orientation, training and to allow her to observe the functions of the residential unit. He was specifically told not to assign Ms. Hercik any cases or allow her to provide any direct services until she presented documentation to CATS that she had been granted her social worker license. On June 21, 2006, Ms. Ginter was made aware by Ms. Holleman that Ms. Hercik had indicated on her application for licensure as a social worker that she had been performing social work duties. Unbeknownst to Ms. Ginter, Ms. Hercik's supervisor had begun assigning her to provide services directly to clients. Ms. Ginter met with Ms. Hercik and her supervisor on June 22, 2006 to obtain an explanation as to how this situation had occurred. Ms. Hercik's supervisor accepted full responsibility for allowing Ms. Hercik to practice. Ms. Hercik was sent home and asked not to return until she had proof of a social worker license.

On June 22, 2006, Ms. Hercik was issued a temporary social worker license by the Board and returned to her position at CATS on June 23, 2006. She was reassigned to be under the supervision of Ms. Ginter.

Mr. Abraham explained to the SWPSC that it was only a short period of time that she actually practiced without a license and that he felt that no client harm was done. Mr. Abraham made the motion to license Ms. Hercik. Seconded by Dr. Cluse-Tolar. Motion carried.

Ms. Catherine Bradshaw, Pending LSW Applicant – Mr. Abraham and Ms. Riesbeck-Lee reported that they had met with Ms. Bradshaw regarding the possibility that she was practicing without a license at her place of employment (CareStar) and using the job title of Social Worker. Ms. Bradshaw explained that she graduated from The Ohio State University in 2000 and worked at agencies that were exempt from the CSWMFT law. In April, 2006 she took the Bachelors level social worker examination and passed it. On June 19, 2006, she applied for her permanent and temporary social worker license. On June 20, 2006 she was notified by Ms. Holleman of the issue of practicing without a license and using the job title social work. Ms. Bradshaw responded to the situation and explained that she had made a mistake in understanding the licensure process. She assumed that she would be sent her social work license after she took the social work examination. In speaking with some of her fellow trainees at CareStar, she was made aware of the actual process. Furthermore, she stated that her job title at CareStar is Case Manager and that she is still in training and not performing social work duties at this time, but will be if and when she is granted a license. On June 22, 2006, Ms. Bradshaw was issued a temporary social worker license by the Board.

Ms. Riesbeck-Lee explained to the SWPSC that Ms. Bradshaw had only worked at CareStar from June 12, 2006 through June 20, 2006 before she was notified by the board that she could not practice without a license or use the job title of Social Worker until she was licensed by the Board. Additionally, Ms. Bradshaw submitted a letter from Ms. Diane Weed, her Clinical Supervisor that clarified that she was not practicing and had only been in training. Ms. Riesbeck-Lee made the motion to license Ms. Hercik. Seconded by Ms. Tucker. Motion carried.

4. Approval of Applications for Licensure

A motion was made by Mr. Abraham to approve the following applications for licensure. Seconded by Ms. Riesbeck-Lee. Motion carried.

The following applications were approved for licensure:

SWA - 44 Applications Approved
LSW - 210 Applications Approved
LSW (Related Degree) - 8 Applications Approved
LISW – 54 Applications Approved

A **total of 316** new Social Workers were licensed in September, 2006.

5. National Association of Social Workers (NASW)

Mr. Lustig informed the SWPSC that the Ohio Chapter of the National Association of Social Workers is still urging a change to 4757-23-01(C)(2) by striking from the rule the provision that does not allow the supervisee to pay a fee or making any other form of remuneration to the supervisor. Mr. Abraham adamantly stated that he has seen such horrible abuse from this practice. Mr. Lustig reiterated that the Counselors allow the supervisee to pay for supervision and that it is very difficult for LSW's to obtain supervision for free. Mr. Abraham said that he does not believe that the person who is getting paid by the person they are supervising is going to honestly tell us if that person is not any good. Mr. Lustig said that then it would be an ethical issue if the person is going to say yes if they should have said no, and we would hope that an unethical person would not be providing supervision.

Also, as it is now, some agencies say that they will provide a LSW with supervision, but they end up deducting it from the salary of the LSW. Ms. Tucker asked if would help to persuade more LISW's to provide supervision if they were paid for the service. Mr. Abraham stated that the SWPSC has allowed LSW's to pay for supervision when they have demonstrated the absence of other alternatives. Ms. Riesbeck-Lee stated she does not recall the SWPSC receiving any requests from individuals requesting an exemption as the rule states they are eligible to do so if they are unable to secure unpaid supervision. The SWPSC again urged Mr. Lustig to refer people to Ms. Holleman whenever he is aware of a situation where a LSW says that they cannot find unpaid supervision. Dr. Cluse-Tolar encouraged Mr. Lusting to continue to work with the SWPSC by further researching the need for allowing for paid supervision

6. Investigations

(A) Bartering Request

Mr. Hegarty gave the SWPSC a letter from Mr. Stephen T. Hale who is requesting to enter into a barter-for-treatment request with his court ordered Social Worker, Carol B. Adkins, LISW. His circumstances are such that he has reached the maximum time allowed under his insurance for treatment. Additionally, Mr. Hale will be retiring and his retirement benefits will not cover this type of treatment. Mr. Hale is an artist and designer and has proposed to Ms. Adkins to exchange one (1) 11 x 14 pencil rendering of her choice of subject for one (1) counseling session. He has approached Ms. Hale with this proposal and she is in agreement with the offer.

Dr. Cluse-Tolar asked Mr. Hegarty if he had talked with Ms. Adkins if she actually is in agreement with this arrangement. Mr. Hegarty has not because he was waiting on the advice of the SWPSC as to how to proceed. Mr. Abraham suggested that Ms. Adkins needed to be fully aware of the professional practice guidelines if she does agree to a bartering for service agreement. Mr. Abraham further stated that the Ohio Administrative Code Section 4757-5-01(H)(2) allows for bartering only in very limited circumstances. It must be demonstrated, among other requirements, that such an arrangement is an accepted practice among the professionals in the local community and considered to be essential for the provision of services. After further discussion, the SWPSC recommended that Mr. Hegarty send Mr. Hale a letter requesting additional information prior to them making a decision on the request.

1. Information about bartering as an accepted practice in the community.
2. How long has the court ordered counseling?
3. Is Ms. Adkins' agency a private or public agency?
4. How does he and Ms. Adkins expect to value the sessions in a monetary sense?
5. Is it correct that Ms. Adkins has agreed that one (1) 11 x 14 pencil rendering will equate to one counseling session?

Mr. Hegarty will also send Ms. Adkins a copy of the letter he will send to Mr. Hale in case he needs to contact her for assistance in providing this information to the Board

(B) Close Cases

Dr. Cluse-Tolar made a motion that the following cases be closed as the investigative staff had determined no actionable offenses had been found. Ms. Riesbeck-Lee seconded the motion. Motion carried.

2006-75

2006-17

2006-58

2006-64

2006-80

2006-87

2006-89	2006-92	2006-94	2006-95	2006-96	2006-97
2006-99	2006-105	2006-106	2006-107	2006-111	2006-113
2006-115	2006-118	2006-119	2006-120	2006-127	2006-143

(C) **Goldman Licensure Denial Cases**

Marcia D. Richards – On July 31, 2006, the Board issued a Notice of Opportunity for Hearing to Ms. Richards to provide an opportunity to request a hearing on the Board’s proposal to deny Ms. Richards her Social Work Assistant registration because, on the date of her application, she did not possess a qualifying associate’s degree in social service technology, or a higher degree which meets the coursework requirements, pursuant to Ohio Revised Code Section 4757.29(A) and Ohio Administrative Code Section 4757-19-03(B).

The Board did not receive a hearing request from Ms. Richards. Based on underlying facts gleaned during the course of Mr. Hegarty’s job duties as Deputy Director to substantiate the aforementioned, the SWPSC voted to deny Ms. Richards a Social Work Assistant registration application at the July, 2006 Board meeting. Mr. Abraham made a motion to continue to deny Ms. Richard’s application for certification as a Social Work Assistant. Seconded by Dr. Cluse-Tolar. Motion carried.

(D) **Executive Session**

Ms. Tucker requested that the SWPSC meeting go into Executive Session at 9:30 a.m. to discuss Consent Agreements. Accepted By A Unanimous Roll Call Vote.

Ms. Jennifer Riesbeck-Lee moved that the SWPSC come out of Executive Session at 9:44 a.m. Accepted By A Unanimous Roll Call Vote.

(E) **Consent Agreements**

Matthew Manchester, LISW –Mr. Manchester entered into a Consent Agreement on the basis of the following stipulations, admissions and understandings:

Mr. Manchester is a licensed independent social worker licensed to practice social work in the state of Ohio, and is subject to the laws and rules of Ohio regulating the practice of social work as outlined in the Ohio Revised Code Chapter 4757 and the Ohio Administrative Code Chapter 4757. Mr. Manchester received his social work license on May 21, 2004.

In 2006, Mr. Manchester was employed as a social worker at The Counseling Center of Wayne and Holmes Counties, Wooster, Ohio. From May 21, 2006 through July 11, 2006 Mr. Manchester practiced social work on a lapsed license and held himself out professionally as having a currently and active LISW license by signing “LISW” as part of his signature block. Practicing social work on a lapsed license constitutes a violation of Ohio Revised Code Section 4757.36(A)(1) and Ohio Administrative Code Section 4757-7-02.

Mr. Manchester admits the allegations referenced in the aforementioned paragraph.

A motion was made by Dr. Cluse-Tolar to accept the Consent Agreement based on the following terms and conditions. Seconded by Mr. Abraham. Motion carried.

1. Mr. Manchester’s license to practice social work is hereby **Suspended** for one week beginning September 22, 2006, and ending September 28, 2006.

2. Mr. Manchester must take three (3) hours of continuing social work education in the area of professional ethics. These hours must be pre-approved in writing by the Board's Deputy Director or his designee. After Mr. Manchester completes these hours, he must submit a copy of his attendance certificate(s) to verify his attendance for these hours. These hours must be completed and verification submitted no later than May 31, 2007. The credit earned from the course may not be used toward the thirty (30) hours of continuing education required for license renewal. All costs associated with the course are at the expense of Mr. Manchester.

Kimberly Blajszczak, LSW – Ms. Blajszczak entered into a Consent Agreement on the basis of the following stipulations, admissions and understandings:

Ms. Blajszczak is a licensed social worker licensed to practice social work in the state of Ohio, and is subject to the laws and rules of Ohio regulating the practice of social work as outlined in the Ohio Revised Code Chapter 4757 and the Ohio Administrative Code Chapter 4757. Ms. Blajszczak received her social work license on September 19, 1988.

Ms. Blajszczak breached confidentiality while working for the Adoption Circle, Columbus, Ohio by using her fiancé as a witness to a permanent surrender of a client/birth mother's child, and by visiting the client at her place of employment. This inappropriate conduct constitutes a violation of Ohio Revised Code Section 4757.36(A)(1) and Ohio Administrative Code Section 4757-05-01(B)(4).

Ms. Blajszczak admits the allegations referenced in the aforementioned paragraph.

A motion was made by Dr. Cluse-Tolar to accept the Consent Agreement based on the following terms and conditions. Seconded by Mr. Abraham. Motion carried.

1. Ms. Blajszczak must take an additional ten (10) hours of continuing social work education in the area of professional ethics. These hours must be pre-approved in writing by the Board's Deputy Director or his designee. Online courses will not meet this requirement. Once Ms. Blajszczak successfully completes the ten (10) hours of continuing education, Ms. Blajszczak must ensure verification of completion is sent to the attention of the Investigation Unit of the Board office. The continuing education credit hours earned from the course may not be used toward the thirty (30) hours of continuing education required for license renewal. All costs associated with the course are at the expense of Ms. Blajszczak.

Dawn Hutchison, LSW – Ms. Hutchison entered into a Consent Agreement on the basis of the following stipulations, admissions and understandings:

Ms. Hutchison is a licensed social worker licensed to practice social work in the state of Ohio, and is subject to the laws and rules of Ohio regulating the practice of social work as outlined in the Ohio Revised Code Chapter 4757 and the Ohio Administrative Code Chapter 4757. Ms. Hutchison received her social work license on May 20, 2005.

From March, 2005 to December, 2005, Ms. Hutchison was employed at Wayne County Children Services Board, Wooster, Ohio, as a caseworker. During this period of time, Ms. Hutchison failed to conduct home visits as reported and did not keep accurate records. This inappropriate conduct is a violation of Ohio Revised Code Section 4757.36(A)(1) and Ohio Administrative Code Section 4757-05-01(I).

Ms. Hutchison admits the allegations referenced in the aforementioned paragraph.

A motion was made by Dr. Cluse-Tolar to accept the Consent Agreement based on the following terms and conditions. Seconded by Mr. Abraham. Motion carried.

1. Ms. Hutchison's license to practice social work is hereby **Suspended** for four (4) weeks beginning September 22, 2006 through January 22, 2007.
2. Ms. Hutchison must complete six (6) hours of continuing education in the area of social work ethics in addition to the thirty (30) required for renewal. These six (6) hours must be pre-approved in writing by the Board's Deputy Director or his designee. Ms. Hutchison must submit proof of completion of the ethics continuing education to the attention of the Investigation Unit at the Board office. Verification of completion is due in the board office no later than September 30, 2007. The credit earned from the continuing education may not be used toward the thirty (30) hours of continuing education required for license renewal.

Judith Creamer, LSW – Ms. Creamer entered into a Consent Agreement on the basis of the following stipulations, admissions and understandings:

Ms. Creamer is a social worker licensed to practice social work in the state of Ohio, and is subject to the laws and rules of Ohio regulating the practice of social work as outlined in the Ohio Revised Code Chapter 4757 and the Ohio Administrative Code Chapter 4757. Ms. Russell received her social work license on June 11, 1988.

Ms. Creamer breached professional boundaries while employed at Lebanon Correctional Institute, Lebanon, Ohio, by entering into a personal relationship with a client. This inappropriate conduct constitutes a violation of Ohio Revised Code Section 4757.36(A)(1) and Ohio Administrative Code Section 4757-5-01(C).

Ms. Creamer admits the allegations referenced in the aforementioned paragraph.

A motion was made by Ms. Riesbeck-Lee to accept the Consent Agreement based on the following terms and conditions. Seconded by Mr. Holubec. Mr. Abraham abstained. Motion carried.

1. The Board will allow Ms. Creamer to **Surrender** her license to practice social work in lieu of potential disciplinary action. This surrender is permanent and precludes Ms. Creamer from applying for a Social Worker, Counselor, or Marriage & Family Therapist license in the state of Ohio in the future.

Mary E. Kastner, LISW – Ms. Kastner entered into a Consent Agreement on the basis of the following stipulations, admissions and understandings:

Ms. Kastner is an independent social worker licensed to practice social work in the state of Ohio, and is subject to the laws and rules of Ohio regulating the practice of social work as outlined in the Ohio Revised Code Chapter 4757 and the Ohio Administrative Code Chapter 4757. Ms. Kastner received her social work license on May 22, 1998.

Ms. Kastner, while employed with Catholic Charities, Fremont, OH, between September 2, 2005 and September 12, 2005 made a recommendation regarding visitation that was not supported by

sound clinical data in the opinion of her employer and the Board. This inappropriate conduct constitutes a violation of Ohio Revised Code Section 4757.36(A)(1) and Ohio Administrative Code Section 4757-6-01(F) and (K).

Ms. Kastner, while employed with Catholic Charities, Fremont, OH, failed to maintain sufficient and timely documentation in records. Upon review of several files, (seven (7) files as reported by Catholic Charities), those files were delinquent for over a one (1) year period. This inappropriate conduct constitutes a violation of Ohio Revised Code Section 4757.36(A)(1) and Ohio Administrative Code Section 4757-5-01(I)(1) and (2).

Ms. Kastner was terminated by Catholic Charities, Fremont, OH on September 21, 2005. After termination, Ms. Kastner had telephone contact with an ex-client. This inappropriate conduct constitutes a violation of Ohio Revised Code Section 4757.36(A)(1) and Ohio Administrative Code Section 4757-5-01(B)(5).

Ms. Kastner admits the allegations referenced in the aforementioned paragraphs.

A motion was made by Ms. Riesbeck-Lee to accept the Consent Agreement based on the following terms and conditions. Seconded by Mr. Holubec. Motion carried.

1. Ms. Kastner must take, at her own expense, six (6) hours of continuing education focusing in the area of social work supervision issues. The workshops must be pre-approved in writing by the Board's Deputy Director or his designee. These six (6) hours may not be used toward the thirty (30) hours of continuing education required for license renewal. Ms. Kastner must send copies of her attendance certificates of these workshops to the attention of the Investigation Unit at the Board office. Ms. Kastner will have until May 19, 2007 to complete, and submit verification to the board office of this requirement.
2. Ms. Kastner will be on probation for a period of two (2) years upon employment or at her current place of employment. During the two year probationary period, Ms. Kastner must be supervised in all aspects of her practice of social work and receive face-to face supervision one hour every two weeks. Ms. Kastner's supervisor must be pre-approved by the Board. All cost associated with the supervision will be at Ms. Kastner's expense. The request for supervisor approval must be made in writing, including a copy of the supervisor's vita and be submitted no later than two (2) weeks after the signing of this consent agreement. Supervision should focus on, but not be limited to, supervision, ethical decision making and accurate and timely documentation. Supervision should be considered training in nature and should not be limited to simply approving and denying case plans. Ms. Kastner's supervisor must submit quarterly reports to the Board for the entire two year period detailing topics discussed during supervision sessions, areas of concern, and areas of improvement and make a recommendation with regard to Ms. Kastner's suitability to practice. However, if Ms. Kastner's supervisor is concerned with Ms. Kastner's practice at any time during the probationary period, the Board must be notified immediately. It is Ms. Kastner's responsibility to ensure that the Board receives all supervisory reports.

7. Executive Directors Report

Mr. Rough reminded the SWPSC that the Board has a Public Hearing for the filed rule changes scheduled during the full board meeting at 2:00 pm today. He stated that the Marriage and

Family Therapist Standards Professional Committee (MFTPSC) and the SWPSC need to review their respective rules closely.

Mr. Rough reported that the Auditor completed their onsite work for the FY 2004, FY2005, and FY 2006 through March 2006 audit. He emailed the initial report to all Board members on August 16, 2006. He enclosed changes for Policy 4.1, 4.3 and 4.5 that incorporate changes that are required to meet the Auditor's report issues. These changes speak primarily to the depositing of funds and how they are handled. The Personnel Committee reviewed these policy changes with him on Thursday morning.

Mr. Rough discussed the copy of a draft bill to add the requirement for criminal record checks to our statute. He noted that this is a joint effort of 17 boards and commissions. Representative Core is the primary sponsor of the bill. He also reported that Representative Webster is very supportive of the fix for Marriage and Family Therapists to add "diagnose" to the definition and is working to see if he can find a way to get it through the House this session.

Mr. Rough reviewed the list of proposed rule changes for the committees to review as part of our five year review process. He is hopeful that each committee will have approved any proposed changes to be sent out to the public for comment so that there is ample time for input prior to filing with JCARR. He stated that there are several updates to the last version. Specifically, Rule 4757-3-01 has a definition for Independent Contractor and 4757-13-03 has been revised for improved logical flow. Mr. P.R. Casey, AAG is working with the Board to revise the Multiple Relationship rule in light of the Psychology Board case in which their similarly worded rule was deemed unenforceable due to being too vague.

Mr. Rough reported that the Board went live with the Social Worker online applications in late May. As of September 15 we have received more than 240 LSW and LSW Temporary applications online. He stated that Ms. Holleman is comfortable with processing these applications and we have drafted the Social Work Assistant and Independent Social Worker applications and will add them as soon as they are tested. He would like for the Board to discuss if it is appropriate to add Counselors and Marriage and Family Therapists to this process.

Mr. Rough reported that he and Board member Ken Trivison attended the AMFTRB (Association of Marriage and Family Therapist Regulatory Boards) annual meeting on September 13th and 14th, 2006. He will give a full report at the full Board meeting.

Mr. Rough stated that the following goals had been established for him this fiscal year and he has made the following progress as noted.

1. **Effectively using the computerized licensing system and document management system (CAVU)**

Decreasing processing time for license issuance and renewal. *We have a draft of the online applications for LISW and SWA.*

Evaluating fee structure to improve service while preserving a fair cost to licensees. *The Board approved new fees that will be part of our budget submission due October 2, 2006.*

Fully implementing a paperless office system.

2. **Increasing the number of licensees in practice in Ohio**

Raising student awareness of Counseling, Social Work and Marriage and Family Therapy.

3. **Protecting consumer safety**
 Improving investigative efficiency
 Improving compliance monitoring
 Improving documentary record. *The vast majority of investigative records have been scanned into the document management system and are more easily available while protected by password for only those with access and backed up off-site.*
 Increasing consumer and licensee awareness of the Board's role. *The investigators continue to provide ethics presentations which help with our contact with licensees. We have also provided newsletters with our renewal notices and on the web site.*
4. Consider future state budgeting concerns and identifying and supporting methods to do more with less. *We had reduced a full time position, however, we are re-instating the position in order to meet the new social work process of prior approval of examinations and the Social Worker Trainee status. The volume of applications was straining Ms. Holleman's ability to keep current.*
5. Gain acceptance of Marriage & Family Therapists on the ODMH matrix. *I continue to work with Representative Webster and Representative Clyde Evans and have their strong support to make this change.*

8. **Old Business**

CSWMFT Board Rule Review

The SWPSC briefly discussed various changes that they believe will affect social workers. Due to the lateness of the hour, they decided to spend the majority of their time at the November, 2006 Board meeting reviewing the rules and making recommendations.

9. **New Business**

The SWPSC discussed the definition of "Graduate coursework" as it is defined in 4757-3-01(J)(1) as the following

(J) "Coursework" means a college or university course at an accredited educational institution in which the applicant was enrolled for credit.

(1) "Graduate coursework" is any coursework that meets the requirements of a post-baccalaureate degree and in which the applicant was enrolled after receiving their baccalaureate degree and in which the applicant received a grade of "B" or higher.

Mr. Rough explained that their had been an incident with the Counselors where an applicant had received a grade below a "B", and that it was felt that if the academic institution had allowed the person to pass the class with the grade below a "B" and receive a degree that the Board should accept the degree.

The SWPSC made the recommendation to remove the wording after " baccalaureate degree" and to say "taken for a grade". The rule would then simply read as follows:

(1) "Graduate coursework" is any coursework that meets the requirements of a post-baccalaureate degree and in which the applicant was enrolled after receiving their baccalaureate degree taken for a grade.

10. Association of Social Work Boards (ASWB)

The ASWB Annual Meeting will be held on November 10th – 12th, 2006 in Baltimore, MD.

Ms. Tucker requested that the SWPSC meeting go into Executive Session at 11:15 a.m. to discuss Personnel Issues. Accepted By A Unanimous Roll Call Vote.

Ms. Jennifer Riesbeck-Lee moved that the SWPSC come out of Executive Session at 11:25 a.m. Accepted By A Unanimous Roll Call Vote.

The SWPSC decided that Ms. Tucker will be the Social Worker Delegate for the Board attending the ASWB Annual Meeting.

11. Meeting Adjourned

A motion was made by Ms. Tucker to adjourn the meeting at 11:40 p.m. Seconded by Mr. Holubec. Motion carried.

Ms. Molly Tucker, Chairperson