

**SOCIAL WORK SECTION
MEETING MINUTES
SEPTEMBER 21, 2011**

PRESENT: Eric Alvin, Nicholas Smiar, Mary Jo Walsh, Daryl Wood

EXCUSED: George Kamps

STAFF: Dan Williams, Bureau Director; Colleen Baird, Legal Counsel; Kimberly Wood, Bureau Assistant; Sharon Henes, Paralegal; and other Department staff

GUESTS: Charles Zastrow, George Williams College; Cindy West, Upper Iowa University; Joanne Barndt; Michael Wallace, UW-Whitewater and Wisconsin Council on Social Work Education (WCSWE)

CALL TO ORDER

Eric Alvin, Vice Chair, called the meeting to order at 9:07 a.m. A quorum of four (4) members was present.

APPROVAL OF AGENDA

Amendments to the Agenda:

- Item “N-13” (open session) Under the item titled “Items Received After Printing of the Agenda – 13) Speaking Engagement(s), Travel, or Public Relation Request(s)” ADD:
 - Consider Designation of Section Member to Attend the 2011 Association of Social Work Boards (ASWB) Annual Meeting – November 3-5, 2011 – Oklahoma City, Oklahoma

MOTION: Mary Jo Walsh moved, seconded by Daryl Wood, to approve the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF JULY 27, 2011

Amendments to the Minutes:

- Page 3 of the Minutes: Under the item titled “Class 1 Hearings on Denial of Applications for Licensure – 9:30 A.M. Appearance – Amy Bradley-Schultz: Class 1 Hearing on the Denial of Application for Social Work Training Certificate” change the first sentence in the first paragraph on the page to read: “Amy Bradley-Schultz appeared before the Section, **and testified** in support...”
- Page 4 of the Minutes: Under the item titled “Convene to Closed Session” below the motion to convene to closed session, change the sentence to read as follows “The Board convened into Closed Session at 11:50 **pa.m.**”

MOTION: Mary Jo Walsh moved, seconded by Daryl Wood, to approve the minutes of July 27, 2011 as amended. Motion carried unanimously.

SECRETARY MATTERS

Dan Williams, Bureau Director, informed the Section of the recent appointment of Bill Wendel as Deputy Secretary of the Department of Safety and Professional Services. Deputy Secretary Wendel joined the meeting and introduced himself to the Section.

ADMINISTRATIVE MATTERS

Dan Williams informed the Section that Mary Jo Walsh has submitted her resignation, but will continue to serve until January 1, 2012. Daryl Wood informed the Section that he will be resigning upon the expiration of his current term. In response to this information the Section reviewed the appointment status of its members and discussed recruitment of new membership.

Dan Williams took the opportunity to discuss potential quorum issues that may arise in October. The Section discussed the possibility of rescheduling its October meeting.

Review of 2012 Social Work Section Meeting Dates

The Section reviewed its 2012 meeting dates. Daryl Wood noted that he will not be available for the February application review and meeting.

PRESENTATION OF PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS

Erica R. Stebane, APSW (10 SOC 075)

The Section declined a presentation of the Proposed Stipulation in the matter of disciplinary proceedings against Erica R. Stebane, APSW (10 SOC 075).

DISCUSSION ON POSSIBLE WEBSITE IMPROVEMENTS AND REVIEW OF FREQUENTLY ASKED QUESTIONS RELATING TO THE SCOPE OF PRACTICE OF SOCIAL WORK

Eric Alvin and Kimberly Wood led the Section in a review of the new format and content of the scope of practice FAQs, as provided on the Department website, for each of the credentials regulated by the Section. The Section added a statement acknowledging the need for updates to the content because of changes to s. MPSW 3.13, Wis. Admin. Code, that will be enacted as of October 1, 2011. The Section members were provided with a print out of the scope of practice FAQs for each of the Section's credential types to review prior to the next meeting of the Section.

SECTION DISCUSSION OF SUPERVISORY STANDARDS

Review and Consideration of Supervisory Forms

The Section discussed the goal of the MPSW Joint Board to standardize the supervision requirements of its underlying Sections. The Section discussed the status of revisions to the supervisory forms of each Section. Dan Williams informed the Section that he is awaiting revision suggestions from Joint Board members so that he can forward this information to George Kamps for incorporation into the draft supervision forms. The Section will revisit this matter at a future meeting.

DISCUSSION REGARDING MPSW JOINT BOARD BRINGING DHS AUTHORIZED PSYCHOTHERAPISTS – A.K.A. “DAN CROSSMAN/MARK HALE LETTER HOLDERS” (PURSUANT TO S. 457.02 (6) (B) 2, WIS. STATS., AND CHAP. HFS 35, WIS. ADMIN. CODE) UNDER THE REGULATORY AUTHORITY OF THE BOARD

The Section discussed the status of the MPSW Joint Board’s effort to bring DHS authorized psychotherapists under its regulatory purview. Discussion regarding approach to legislation ensued.

STATUS OF STATUTES AND RULES AND REVIEW OF RULES PROJECTS

Section Consideration of Implementation of CR 11-028, Amending MPSW 3.13, Wis. Admin. Code, Relating to the Social Work Training Certificate (SWTC)

Sharon Henes joined the Section for discussion of this topic and reported on the August 12, 2011 SWTC Task Force meeting. The Section was provided with the SWTC Task Force recommendations on implementation and the draft notification document outlining changes to s. MPSW 3.13, Wis. Admin. Code. Jan Neitzel, Credentialing Specialist, joined the meeting to participate in discussion.

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to request that DSFS staff send an e-mail to the Directors of all County Human Services Departments to inform them of the changes to the social work training certificate. Motion carried unanimously.

The Section discussed the recommendations of the SWTC Task Force and took action as outlined in the motion below.

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to accept the recommendations of the Social Work Training Certificate Task Force, for implementation of the new SWTC rules, as discussed at the September 21, 2011 meeting. Motion carried unanimously.

**SECTION CONSIDERATION OF CORRESPONDENCE RELATING TO THE
ACCEPTANCE OF CONTINUING EDUCATION HOURS ACCRUED
THROUGH LIVE WEBINARS**

The Section reviewed two separate requests relating to the acceptance of continuing education hours accrued through live webinars. The Section determined that both requests could be addressed by citing s. MPSW 8.03 (1) (e), Wis. Admin. Code, which defines acceptance and limitations surrounding continuing education courses that are conducted via live webinar.

MOTION: Nicholas Smiar moved, seconded by Mary Jo Walsh, that live webinars meet the definition of interactive webinar as described at s. MPSW 8.03 (2) (e), Wis. Admin. Code. Motion carried unanimously.

**SECTION CONSIDERATION OF THE REQUEST OF MICHAEL WALLACE
FOR A MEMBER OF THE SECTION TO SPEAK AT THE COUNCIL ON
SOCIAL WORK EDUCATION (CSWE) CONFERENCE SCHEDULED FOR
OCTOBER 20-21, 2011**

The Section considered a request from Michael Wallace for a member of the Section to speaking to the Council on Social Work Education on October 21, 2011.

MOTION: Daryl Wood moved, seconded by Nicholas Smiar, to designate Eric Alvin to represent the Section at the Council on Social Work Education (CSWE) meeting in Wisconsin Dells on Friday, October 21, 2011. Motion carried unanimously.

SCREENING PANEL REPORT

Eric Alvin reported to the Section that the screening panel reviewed six (6) cases and closed six (6) cases.

INFORMATIONAL ITEM(S)

Association of Social Work Boards (ASWB) New Examination Policies

Noted.

ITEMS RECEIVED AFTER PRINTING OF THE AGENDA

Speaking Engagement(s), Travel, or Public Relation Request(s)

Consider Designation of Section Member to Attend the 2011 Association of Social Work Boards (ASWB) Annual Meeting – November 3-5, 2011 – Oklahoma City, Oklahoma

MOTION: Daryl Wood moved, seconded by Eric Alvin, to authorize Nicholas Smiar to serve as the Section’s delegate to attend the ASBW Annual Meeting. Motion carried unanimously.

MOTION: Daryl Wood moved, seconded by Mary Jo Walsh, to authorize George Kamps to designate any other members of the Board who may be able to attend the ASWB Annual Meeting. Motion carried unanimously.

PUBLIC COMMENTS

Michael Wallace, UW Whitewater/WCSWE, commended the Section for a job well done.

CONVENE TO CLOSED SESSION

MOTION: Nicholas Smiar moved, seconded by Mary Jo Walsh, to adjourn to closed session pursuant to Wisconsin Statutes 19.85(1)(a)(b)(f) and (g), to review applications, deliberate on proposed stipulations, deliberate on administrative warnings; deliberate on hearings or appearances for denial of applications; review monitoring cases; review DOE cases, and consult with legal counsel. Roll Call Vote: Eric Alvin-yes; Nicholas Smiar-yes; Daryl Wood-yes; and Mary Jo Walsh-yes. Motion carried unanimously.

The Board convened into Closed Session at 11:42 a.m.

RECONVENE TO OPEN SESSION

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to reconvene into open session. Motion carried unanimously.

The Board reconvened into Open Session at 3:23 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION IF VOTING IS APPROPRIATE

APPLICATION REVIEWS

11:00 A.M. APPEARANCE: Mary Sanford – Application for Certified Social Worker

Mary Sanford appeared before the Section in support of her application for certified social work.

MOTION: Mary Jo Walsh moved, seconded by Nicholas Smiar, to approve the application of Mary Sanford for a social work certification. Motion carried unanimously.

11:25 A.M. APPEARANCE: Kelly Krause – Application for Licensed Clinical Social Work

Kelly Krause appeared with David Van Thiel, Milwaukee Veterans Administration Medical Center and Clinics, in support of her application for licensed clinical social work.

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to issue Kelly Krause a clinical social work license upon completion of all application requirements. Motion carried unanimously.

11:50 A.M. APPEARANCE: Laura Roemaat Phillips – Application for Licensed Clinical Social Work

Laura Roemaat Phillips appeared before the Section to speak in support of her application for licensed clinical social work.

MOTION: Daryl Wood moved, seconded by Nicholas Smiar, to issue Laura Roemaat Phillips a clinical social work license upon completion of all application requirements. Motion carried unanimously.

12:15 P.M. APPEARANCE: Malinda Braun – Application for Licensed Clinical Social Work

Malinda Braun appeared before the Section, via virtual meeting technology, to speak in support of her application for licensed clinical social work.

MOTION: Mary Jo Walsh moved, seconded by Daryl Wood, to issue Malinda Braun a clinical social work license upon completion of all application requirements. Motion carried unanimously.

12:40 P.M. APPEARANCE: Jodi Webb – Application for Licensed Clinical Social Work

Jodi Webb appeared before the Section to speak in support of her application for licensed clinical social work.

MOTION: Mary Jo Walsh moved, seconded by Daryl Wood, to issue Jodi Webb a clinical social work license upon completion of all application requirements. Motion carried unanimously.

DELIBERATION ON CREDENTIALING MATTERS

Ronald Kiesler – Request for Change of Credential Type

MOTION: Nicholas Smiar moved, seconded by Mary Jo Walsh, to deny the request for Ronald Kiesler to change his credential type and to encourage him to apply through the normal process. Motion carried unanimously.

**DELIBERATION ON PROPOSED STIPULATIONS,
FINAL DECISIONS AND ORDERS**

Erica R. Stebane, APSW (10 SOC 075)

MOTION: Daryl Wood moved, seconded by Nicholas Smiar, to reject the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Erica R. Stebane, APSW (10 SOC 075). Motion carried unanimously.

DELIBERATION ON PROPOSED ADMINISTRATIVE WARNINGS

10 SOC 017

MOTION: Daryl Wood moved, seconded by Nicholas Smiar, to issue an administrative warning in the matter of case number 10 SOC 017. Motion carried unanimously.

DELIBERATION OF PROPOSED FINAL DECISIONS AND ORDERS

**Denise Lynn Bailey, CSW, Respondent – Division of Hearing and Appeals (DHA)
Case # DRL-10-0075, Division of Enforcement (DOE) Case # 09 SOC 026**

The Section reviewed the State's Objections to the Proposed Decision.

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to prepare a variance to the Findings of Fact, Conclusions of Law, Proposed Decision and Order in the matter of disciplinary proceedings against Denise Lynn Bailey, CSW, Respondent – Division of Hearing and Appeals (DHA) Case # DRL-10-0075, Division of Enforcement (DOE) Case # 09 SOC 026. Motion carried.
Abstained: Eric Alvin

(Eric Alvin left the room for deliberation and voting in the matter of disciplinary proceedings against Denise Lynn Bailey, CSW, Respondent – Division of Hearing and Appeals (DHA) Case # DRL-10-0075, Division of Enforcement (DOE) Case # 09 SOC 026.)

Cassie Hubanks, Social Work Training Certificate (SWTC) Applicant – Division of Hearing and Appeals (DHA) Case # DRL-11-0031, Division of Enforcement (DOE) Case # 11 SOC 011

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to adopt the Findings of Fact, Conclusions of Law, Proposed Decision and Order in the matter of the application for certification as a social worker in training for Cassie Hubanks, social work training certificate (SWTC) Applicant – Division of Hearing and Appeals (DHA) Case # DRL-11-0031, Division of Enforcement (DOE) Case # 11 SOC 011 and to issue Cassie Hubanks a social work certificate upon completion of all application requirements. Motion carried unanimously.

(Eric Alvin was excused at 3:14 p.m.)

**REVIEW AND APPROVAL OF APPLICATIONS
FILE REVIEW 9/20/2011**

CLINICAL FILES

Approved

Bartholomew, Elizabeth
Bertnick, Courtney
Coleman, Jessica
Danahy, Sarah
Hanlon, Patrick
Kelley, Sara
Lauritson, Tracie
Marquis, Laurie
Wichman, Kristal
Wolner, Peggy

More Information Requested

Coons, Stephanie
Danahy, Sarah
Diamond, Eric
Drefke, Kathryn
Dunham, Lisa
Duttkin, Jessica
Gald, Charlene
Hale, Melissa
Katcher, Jessica

More Information Requested (continued)

Mcintosh, Lea
Pyka, Todd
Schmale, Catherine
Swan, Gary
Vrhovnik, Dorothy
Wight, April

Legal Review

Gordon, Rebecca
Hristov, Ivaylo

Table

Chomicki, Benon
Davison, Stacey

Miscellaneous File Review (Responses Provided)

Cannon, Drew
Mieska, Lori
Phillips, Constance
Schliewe, Robert

SWTC FILES

Approved

Brey, Kristine (experience)
Deitelhoff, Marsha (experience pre-approval)
Ehr, Debra (experience)
Ennis, Susan (experience)
Fleischman, Sally (experience)
Hereford, Veronica (experience pre-approval)
Heuver, Trisha (experience)
Jacobson, Anna (experience)
Kellogg, Carina (experience)
Kelley, Teresa (experience)
Kimmons, Lategra (degree and 1 course)
Korinek, Anna (experience pre-approval)
Laskaskie, Megan (experience)
Mcrae, Jacqueline (experience)
Mertes, Kimberly (experience)
Miller, Lisa (experience)
Murray, Sonja (experience pre-approval)
Perlock, Diane (experience)
Phillips, Candyce (experience)
Withrow, Ashley (experience)
Wood, Lindsay (courses)

More Information Requested

Becker, Tabitha (courses)
Bentley-Henderson, Diane (experience)
Gifford, Holly (courses)
Leggio, Susanna (experience)
Luebke, Adam (courses)
Meana, Alan (courses)
Ruetz, Katie (courses)
Schultz, Kristina (experience)
Zastrow, Ronda (experience)

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to take action on applications as outlined above. Motion carried unanimously.

DIVISION OF ENFORCEMENT

Case Status Report

The Section reviewed a report detailing its pending enforcement cases.

Case Closings

10 SOC 020

MOTION: Daryl Wood moved, seconded by Nicholas Smiar, to close case 10 SOC 020 for insufficient evidence. Motion carried unanimously.

DOE SIGNATURE COLLECTION

Signatures were collected for all required documents.

OTHER SECTION BUSINESS

Dan Williams provided the Section with proposed SWTC application forms drafted by Eric Alvin in response to the recently promulgated rule change to s. MPSW 3.13, Wis. Admin. Code. The draft application forms were provided to the Section members for review and discussion at its next meeting.

MOTION: Nicholas Smiar moved, seconded by Daryl Wood, to authorize Mary Jo Walsh to work with Eric Alvin in developing application forms to reflect changes to the requirements for obtaining a social work training certificate and to bring the draft document back to the next meeting review and approval. Motion carried unanimously.

ADJOURNMENT

MOTION: Daryl Wood moved, seconded by Nicholas Smiar, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 3:33 p.m.