

**BOARD OF LICENSED SOCIAL WORKERS  
MEETING MINUTES  
March 21, 2014**

The Board of Licensed Social Workers met on March 21, 2014 at the office of the Board of Medical Licensure and Supervision, 101 Northeast 51<sup>st</sup> Street, Oklahoma City, Oklahoma. The meeting was held in accordance with the Administrative Procedures Act and Open Meeting Act of Oklahoma.

**Members Present:**

Beverly Coon, LCSW  
Robert Lee, Chair  
Joy Leuthard, LSWA  
Connie Schlittler, LCSW  
Sharolyn Wallace, LCSW

**Absent:**

Durand Crosby, JD  
Antoinette Lempicki, LSW

**Also Present:**

Karl Kramer, AAG  
James Marks, Executive Director  
Courtney Hunter, Administrative Assistant

**Review and Approval of Minutes:**

The minutes from the January 24, 2014 Board Meeting were reviewed. Ms. Wallace made the motion to approve the minutes. Seconded by Ms. Leuthard. The vote was unanimous in the affirmative.

The minutes from the February 18, 2014 Public Hearing were reviewed. Ms. Schlittler made the motion to approve the minutes. Seconded by Ms. Leuthard and the vote was as follows:

Coon: Absent  
Lee: Yes  
Leuthard: Yes  
Schlittler: Yes  
Wallace: Abstained

Ms. Coon entered the meeting at 10:10 a.m.

**Discussion and possible action: Election of Officers for a two year term as per 59 O.S. § 1255 to begin March 21, 2014:**

Ms. Schlittler nominated Mr. Robert Lee for Chair. Seconded by Ms. Coon and the vote was as follows:

Coon: Yes  
Lee: Abstained  
Leuthard: Yes  
Schlittler: Yes  
Wallace: Yes

Mr. Lee nominated Ms. Schlittler for Vice Chair. Seconded by Ms. Leuthard and the vote was as follows:

Coon: Yes  
Lee: Yes  
Leuthard: Yes  
Schlittler: Abstained  
Wallace: Yes

Ms. Schlittler nominated Ms. Coon for Secretary. Seconded by Mr. Lee and the vote was as follows:

Coon: Abstained  
Lee: Yes  
Leuthard: Yes  
Schlittler: Yes  
Wallace: Yes

**Discussion and possible action: Financial report from the Office of Management and Enterprise Services (OMES) by Laura Swingle.**

Ms. Swingle appeared before the Board to present the Oklahoma State Board of Licensed Social Worker's financial report as of February 28, 2014. Ms. Leuthard made the motion to accept the financial reports. Seconded by Ms. Schlittler. The vote was unanimous in the affirmative.

**Discussion and possible action and informal interview of Stephenie Craig, LCSW, regarding Complaint Number 2013 -22.**

Ms. Craig made an appearance before the Board to answer questions regarding Complaint Number 2013-22. Mr. Kramer presented the consent decree, noting the Complaint Committee's recommendation for Ms. Craig to complete six months of supervision and an additional 12 hours of continuing education. The continuing education requirement is in addition to the 16 continuing education hours required annually per year for licensure renewal. Ms. Schlittler made the motion to accept the consent decree, adopting the recommendations of the Complaint Committee. Seconded by Ms. Wallace. The vote was unanimous in the affirmative.

**Applications for licensure were presented.**

Ms. Schlittler made the motion to approve the following for LCSW, Provisional License:  
Tara Glenn  
Laura Hixon

Ms. Coon seconded the motion and the vote was unanimous in the affirmative.

Ms. Schlittler made the motion to approve the following for LCSW, Provisional License, pending receipt of a clear background check:  
Charlene Dodd

Ms. Leuthard seconded the motion and the vote was unanimous in the affirmative.

Ms. Schlittler made the motion to approve the following for LCSW, Transfer:  
Xue Yang

Ms. Leuthard seconded the motion and the vote was unanimous in the affirmative.

Ms. Schlittler made the motion to approve the following for LMSW, Provisional License:  
Ruth Burkhart

Ms. Coon seconded the motion and the vote was unanimous in the affirmative.

Ms. Schlittler made the motion to approve the following for LMSW, Provisional License, pending receipt of a clear background check:  
Amanda McPhetridge

Ms. Leuthard seconded the motion and the vote was unanimous in the affirmative.

Ms. Coon made the motion to approve the following for LCSW, Exam ID:  
Genevieve Meyer

Ms. Wallace seconded the motion and the vote was unanimous in the affirmative.

Ms. Coon made the motion to approve the following for LCSW, Provisional License:  
Patsy Moore  
Nashay Lorick  
Jeremy Nikel  
Sarah Pearcy

Ms. Schlittler seconded the motion and the vote was unanimous in the affirmative.

Ms. Coon made the motion to approve the following for LMSW, Provisional License:  
Jessica Jensen  
Jasmin Rivas

Ms. Wallace seconded the motion and the vote was unanimous in the affirmative.

Ms. Wallace made the motion to approve the following for LCSW, Provisional License:  
David Glanz  
Loretta Hardy  
Christina Phillips  
Meredith Reeve

Ms. Schlittler seconded the motion and the vote was unanimous in the affirmative.

Ms. Wallace made the motion to approve the following for LCSW, Exam ID:  
Tammy Barthelemy

Ms. Coon seconded the motion and the vote was unanimous in the affirmative.

Ms. Wallace made the motion to approve the following for LMSW, Provisional License:

Jessica Sauls

Ms. Coon seconded the motion and the vote was unanimous in the affirmative.

Ms. Wallace made the motion to approve the following for LMSW Transfer, pending receipt of a clear background check:

Evyn Wills

Ms. Leuthard seconded the motion and the vote was unanimous in the affirmative.

Ms. Leuthard made the motion to approve the following for LCSW, Exam ID:

Shontrice Carey-Haley

Ms. Schlittler seconded the motion and the vote was unanimous in the affirmative.

Ms. Leuthard made the motion to approve the following for LCSW, Provisional License:

Ashley Eldridge  
Sally Townsend  
Jared Whittington

Ms. Schlittler seconded the motion and the vote was unanimous in the affirmative.

Ms. Leuthard made the motion to approve the following for LCSW, Transfer:

DeAnna Holeman

Ms. Schlittler seconded the motion and the vote was unanimous in the affirmative.

Ms. Leuthard made the motion to approve the following for LMSW, Transfer:

Angela Lindsey

Ms. Coon seconded the motion and the vote was unanimous in the affirmative.

Mr. Lee made the motion to approve the following for LCSW, Provisional License:

Jamie Calendine  
Joyce Cummins  
Brittany Eck

Ms. Leuthard seconded the motion and the vote was unanimous in the affirmative.

Mr. Lee made the motion to approve the following for LCSW, Provisional License, pending receipt of a clear background check;

Kaylea Brewer

Ms. Leuthard seconded the motion and the vote was unanimous in the affirmative.

Mr. Lee made the motion to approve the following for LCSW, Exam ID:

Darlene Dennis

Ms. Coon seconded the motion and the vote was unanimous in the affirmative.

Mr. Lee made the motion to approve the following for LCSW Transfer, pending receipt of a clear background check:

Tracey Benton

Ms. Wallace seconded the motion and the vote was unanimous in the affirmative.

Mr. Lee made the motion to approve the following for LMSW Transfer, pending receipt of a clear background check:

Ranna LeVoir

Ms. Leuthard seconded the motion and the vote was unanimous in the affirmative.

Mr. Lee resumed Chair.

**Discussion and possible action: Executive Director's Performance and Salary**

Ms. Schlittler made the motion to enter into Executive Session. Seconded by Ms. Leuthard.

Ms. Leuthard made the motion to end Executive Session. Seconded by Ms. Schlittler.

Ms. Leuthard made the motion to accept the performance evaluation and accept the committee's recommendation to increase the Executive Director's salary by \$12,000 annually as a result of the performance evaluation. Seconded by Ms. Schlittler and the vote was unanimous in the affirmative.

Mr. Lee excused himself from the meeting due to a scheduling conflict.

Ms. Schlittler assumed Chair.

**Discussion and possible action on the following complaints filed against social workers:**

Complaint 2011-05 – Complaint Committee recommends dismissal. Ms. Coon made the motion to dismiss Complaint 2011-05. Seconded by Ms. Leuthard. The vote was unanimous in the affirmative.

Complaint 2011-06 – Complaint Committee recommends dismissal. Ms. Wallace made the motion to dismiss Complaint 2011-06. Seconded by Ms. Leuthard. The vote was unanimous in the affirmative.

Complaint 2013-20 – Complaint Committee recommends dismissal. Ms. Coon made the motion to dismiss Complaint 2013-20. Seconded by Ms. Leuthard. The vote was unanimous in the affirmative.

Complaint 2014-01 – Complaint Committee recommends dismissal. Ms. Leuthard made the motion to dismiss Complaint 2014-01. Seconded by Ms. Coon. The vote was unanimous in the affirmative.

Complaint 2014-02 – Complaint Committee recommends dismissal. Ms. Coon made the motion to dismiss Complaint 2014-02. Seconded by Ms. Wallace. The vote was unanimous in the affirmative.

**Mr. Kramer presented an update of the complaint log.**

Mr. Kramer provided an update on the complaints currently pending, with no action needed at this time.

**Discussion and possible action: Conflict November Meeting/ASWB.**

November Board meeting and the ASWB Business Meeting are scheduled on the same date. Mr. Marks stated he would follow up with an e-mail to all board members to determine a November board meeting date.

**Discussion and possible action: Letter from Joyce Peterson requesting fee for 2014 renewal be waived.**

The Board reviewed and discussed the letter from Ms. Joyce Peterson. Ms. Wallace made the motion to not approve the waived fee based on not having compelling information. Ms. Leuthard seconded the motion and the vote was unanimous in the affirmative.

**Mr. Marks presented the Executive Director's report. The report included the following:**

- A. SB 1699
- B. Proposed Permanent Rules
- C. Sunset Review
- D. Online Application
- E. Social Work Proclamation
- F. Healthcare Authority Rule Changes for LBHPs
- G. Oklahoma Pass Fail Rates 2012/2013

Board Meeting adjourned at 1:07 PM