

**BOARD OF LICENSED SOCIAL WORKERS**  
**Minutes of the Meeting**  
**December 3, 2010**

The Board of Licensed Social Workers met on December 3, 2010 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:**

Gwendolyn Kaminski, LCSW, Board Chair  
Larry Cassil, Jr., Esq., Vice Chair  
Joy Leuthard, LSWA  
Antoinette Lempicki, LSW  
Robert Lee, LCSW  
Sarah Schulz, NASW President

**Members Absent:**

Kelly Harmon, LMSW, Secretary

**Also Present:**

Karl Kramer, AAG  
Laura Maguire, Administrative Assistant

After roll call and noting that a quorum was present, Ms. Kaminski, Chair, call the meeting to order at 10:05 AM.

The minutes from the September 24, 2010 meeting were reviewed. Ms. Leuthard made a spelling correction on page one, and a correction on page five, regarding the meeting with Representative Pam Peterson. Ms. Leuthard moved to accept the minutes with the corrections. Mr. Cassil seconded the motion and the vote was unanimous in the affirmative.

The minutes from the October 15, 2010 meeting were reviewed. A correction to page 3 was made. Ms. Leuthard moved to accept the minutes with the correction. Mr. Cassil seconded the motion and the vote was as follows:

Joy Leuthard	Yes
Toni Lempicki	Abstain
Larry Cassil	Yes
Robert Lee	Yes
Gwen Kaminski	Yes
Sarah Schulz	Yes

Mr. Lee moved to accept the minutes from the Executive Session on October 15, 2010. Ms. Leuthard seconded the motion and the vote was as follows:

Joy Leuthard	Yes
Toni Lempicki	Abstain
Larry Cassil	Yes
Robert Lee	Yes
Gwen Kaminski	Yes
Sarah Schulz	Yes

Mr. Kramer addressed the Board regarding the minutes from the September 30, 2010 meeting. He needed clarification as to who made a particular motion and who seconded it. It was decided to table these minutes until this was clarified.

**Eric Muse** appeared before the Board to discuss the results of his extended background check, submitted with his application for licensure for LCSW. He explained to the Board what occurred with his previous offenses 13 years ago. He has had no other charges since then. He is currently working as a therapist with Family Development and Intervention Services and is also employed with Northcare. Mr. Lee commended Ms. Muse for his efforts. After further discussion, Ms. Leuthard moved to approve Mr. Muse for LCSW, issue provisional license. Ms. Lempicki seconded the motion and the vote was as follows:

Joy Leuthard	Yes
Larry Cassil	Abstain
Toni Lempicki	Yes
Robert Lee	Yes
Sarah Schulz	Yes
Gwen Kaminski	Yes

Mr. Kramer presented the Complaint Log, beginning with Complaint #2010-07, regarding unprofessional conduct. The Complaint Committee recommended dismissal of the complaint. Mr. Cassil moved to dismiss Complaint #2010-07. Ms. Lempicki seconded the motion and the vote was unanimous in the affirmative.

In the case #2010-11, regarding unprofessional conduct, the Complaint Committee recommended dismissal of the complaint and a letter of commendation be sent to the licensee. Ms. Leuthard moved to dismiss the complaint and direct Mr. Kramer to draft and send a letter of recommendation to the licensee. Mr. Lee seconded the motion and the vote was unanimous in the affirmative.

In the case #2010-13, regarding unprofessional conduct, the Complaint Committee recommended dismissal of the complaint. Ms. Lempicki moved to dismiss the complaint. Ms. Schulz seconded the motion and the vote was unanimous in the affirmative.

In the case #2010-14, regarding unprofessional conduct, the Complaint Committee recommended dismissal of the complaint. Ms. Lempicki moved to dismiss the complaint. Mr. Cassil seconded the motion and the vote was unanimous in the affirmative.

In the case #2010-15, the licensee holds a current license in another state, but his Oklahoma license is lapsed. The complaint did not go before the Complaint Committee due to the licensee's compliance with Mr. Kramer's request. Mr. Kramer recommended dismissal of the complaint. Mr. Cassil moved to dismiss the complaint. Mr. Lee seconded the motion and the vote was unanimous in the affirmative.

In the case #2010-16, the Complaint Committee recommended dismissal of the complaint. Ms. Leuthard moved to dismiss the complaint. Mr. Lee seconded the motion and the vote was unanimous in the affirmative.

In the case #2010-18, the Complaint Committee approved the mailing of a Cease and Desist letter to the licensee. A written response was received from the licensee. The Complaint Committee unanimously recommended that this matter be set for a hearing for the Board's regular meeting in January. Ms. Lempicki moved to set a hearing for Complaint #2010-18 for the January Board meeting. Ms. Leuthard seconded the motion and the vote was unanimous in the affirmative.

In the case #2010-19, regarding unprofessional conduct, the Complaint Committee recommended dismissal of the complaint. Ms. Leuthard moved to dismiss the complaint. Ms. Schulz seconded the motion and the vote was unanimous in the affirmative.

Ms. Lempicki referred to Code 675:10-1-10, titled Examinations. It states that in the event of failure to pass the examination, the applicant may retake the examination every ninety days during the year the provisional license is valid. Ms. Lempicki stated that currently applicants are allowed to reapply for permission to sit for the exam, if they did not pass the exam during the provisional year. She questions whether that is permissible, even though it is not referred to in the rules. If the applicants do not pass the exam within the first year, they do not have a license, but their supervision is complete. This leaves the Board without any authority over them. Ms. Lempicki asked for Mr. Kramer's interpretation of this. Mr. Kramer offered to look into it and report back to the Board.

The Board discussed the use of video conferencing during Board meetings. Mr. Kramer stated that if a Board member is off-site and on video, there has to be a quorum at the meeting site, excluding the member at the video site. The meeting notice and agenda has to indicate the meeting will be held in videoconference and the locations. After the meeting notice and agenda have been posted, no member of the public body shall be allowed to participate in the meeting from any location other than the two locations listed in the agenda. Each site and room shall be open and accessible to the public and the public shall be allowed into that site and room. The public shall be allowed to participate and speak at the videoconference site. Any materials shared electronically between members shall also be immediately available to the public at either location. All votes occurring shall occur and be reported by roll call vote. No Executive Sessions are permitted by videoconferencing.

After some discussion, Ms. Leuthard moved to table any further discussion on videoconferencing. Mr. Cassil seconded the motion and the vote was unanimous in the affirmative.

Mr. Kramer left the meeting at 10:35 AM.

**Robin Bennett** appeared before the Board to discuss the untimely submission of supervision paperwork. Ms. Bennett accepted full responsibility for not submitting six months paperwork on time. She submitted it with her 12 months evaluations. She had the records; but simply did not send in. She did not read section of approval letter referring to timely submission of supervision paperwork. The missing paperwork has since been completed and turned in to the Board office.

Mr. Lee moved to accept Ms. Bennett's six months supervision paperwork. Ms. Lempicki seconded the motion and the vote was unanimous in the affirmative.

Julia Reed, Board Consultant, pointed out that supervisors agree that it is the supervisee's responsibility to get the supervision paperwork in on time, but it is the supervisor's responsibility to guide and help the supervisee understand the rules.

A written report from **JoAnne Huber** was reviewed by the Board. Per Ms. Huber's Consent Decree, she was to undergo 12 months of supervision, submitting a written report every three months. This is the second report submitted. Ms. Huber will be required to appear before the Board at the May 27, 2011 Board meeting. Ms. Leuthard moved to accept Ms. Huber's written report. Mr. Cassil seconded the motion and the vote was unanimous in the affirmative.

The dates set for the 2011 Board meetings are as follows:

January 28  
March 25  
May 27  
July 29  
September 23  
November 18

Mr. Lee moved to accept the dates for the 2011 Board meetings. Mr. Cassil seconded the motion and the vote was unanimous in the affirmative.

There was no Administrative Report.

Ms. Lempicki delivered a report on the ASWB Delegate meeting in New Orleans. She gave each Board member a copy of the agenda from the meeting and reviewed it with them. She pointed out the Board trainings being offered this year for new members. Mr. Lee and Ms. Schulz will need to attend one of these trainings.

Ms. Lempicki said there was some discussion about a "Conscience Clause". This refers to a situation involving a person who has a dilemma about providing services to someone they disagree with on a moral issue. She said ASWB is going to study this to see if it is something they may want to add to the Model Act.

Ms. Lempicki said that ASWB did pass a resolution to the Model Social Work Act. It deals with supervision and setting up requirements for supervision.

Ms. Lempicki reported that ASWB is changing its vendor of the exams from ACT to Pearson VUE. Pearson VUE has made a video available online to view the registration process. This goes into effect January 3, 2011.

ASWB is making an online practice exam available to applicants beginning December 15, 2010. The exam format is changing in January of 2011.

The next ASWB meeting will be held in Vancouver this spring.

Ms. Lempicki spoke to Jennifer Hoffman, with ASWB. Ms. Hoffman will be coming to Oklahoma City to look at hotels for the ASWB meeting that will be held in Oklahoma City in November of this year. Ms. Lempicki said that a Board member will need to attend the spring meeting in Vancouver to extend the official invitation to attend the upcoming meeting in Oklahoma City. When previous invitations have been extended, a video of the jurisdiction is shown. Ms. Lempicki suggested forming a subcommittee to work on obtaining a video for the ASWB meeting in April. The committee will be Joy Leuthard, Robert Lee, Larry Cassil, and Toni Lempicki.

Ms. Leuthard reported to the Board on the proposed amendments to the Oklahoma Social Worker Licensing Act, 59 O.S. § 1250, et seq. She had a conference call with Representative Pam Peterson, NASW Executive Director Hugh Clark, and Lanny Endicott, LCSW and former Board member. Ms. Peterson requested a definition of the word "psychotherapy", which is referred to in Section 9. She requested that the Social Worker's Board get the approval of the Oklahoma Medical Association and the Oklahoma Psychiatric Physician's Association to use the word "psychotherapy". With their approval, Ms. Peterson said she would be willing to consider carrying the bill or help find another author.

Ms. Leuthard, Ms. Kaminski, and Mr. Clark were placed on the agenda of the Patients First Coalition meeting. This is a coalition that has been formed to represent the physicians of the state. They look at different pieces of legislation and work with other groups to clarify their scope of practice. The committee asked Ms. Leuthard for more differentiation between the psychological and medical pieces. She assured them that the Social Worker's Board is not looking for any expansion for scope of practice.

Ms. Leuthard reviewed with the Board members the proposed changes in the wording in the bill. After further discussion, Ms. Lempicki moved to approve the changes made today and that they be incorporated in the proposed legislation changes. Mr. Lee seconded the motion and the vote was unanimous in the affirmative.

Mr. Cassil reported that the personnel committee met earlier in the week and reviewed thirty-one applications for the Executive Director position. They narrowed it down to four candidates and scheduled interviews with them for December 9, 2010.

Ms. Leuthard reported on the progress of the Board's new website. She and Ms. Kaminski visited the office of ok.gov to look at prototypes. They are working on the capability for online supervision forms. They also viewed the prototype for the search function for the licensees. It will be more versatile than the one currently being used.

The Board began review of Applications for Licensure. Ms. Leuthard moved to approve the following for LCSW, issue provisional:

**Paula Fowler**  
**Ralisha Johnson**  
**Marvia Kesler**  
**Haley Lewis**  
**Cynthia McCormick**

Mr. Cassil seconded the motion and the vote was unanimous in the affirmative.

Ms. Leuthard moved to approve **Cynthia Hickl** for LCSW, pending receipt of current and clear job description. Ms. Lempicki seconded the motion and the vote was unanimous in the affirmative.

Ms. Leuthard moved to approve **Roxann Moeller and Kylene Rehder** for Clinical BAS. Mr. Lee seconded the motion and the vote was as follows:

Joy Leuthard	Yes
Toni Lempicki	No
Gwen Kaminski	Yes
Larry Cassil	Yes
Robert Lee	Yes
Sarah Schulz	Yes

**Mark Hayes** was present to discuss the results of his EBC. After some discussion, Ms. Leuthard moved to approve Mark Hayes for LMSW, issue provisional. Ms. Lempicki seconded the motion and the vote was unanimous in the affirmative.

Mr. Lee moved to approve the following for LCSW, issue provisional:

**Viola Acosta**  
**Martha Alexander**  
**Vonetta Burkhalter**  
**Shannon Canfield**  
**Emily Childers**  
**Christine Cleary**

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

Mr. Lee moved to approve **Nicole Duck** for LCSW, pending receipt of background check. Ms. Lempicki seconded the motion and the vote was unanimous in the affirmative.

Mr. Lee moved to approve **Andrew Allen and Rebecca Bloomgarden** for Clinical BAS. Ms. Lempicki seconded the motion and the vote was unanimous in the affirmative.

Ms. Lempicki moved to approve the following for LCSW, issue provisional:

**Rebeka Radcliff**  
**Elizabeth Riddles**  
**Charlotte Savage**  
**Tracey Stevenson**  
**Kelley Tubbs**  
**Jennifer Wells**  
**Melinda Wright**

Mr. Lee seconded the motion and the vote was unanimous in the affirmative.

Ms. Lempicki moved to approve **Ashley Treadway** for LCSW, issue provisional. There was some discussion as to the amount of time that has passed between completion of supervision and making application to the Board. Mr. Lee seconded the motion and the vote was as follows:

Larry Cassil	Yes
Toni Lempicki	Yes
Joy Leuthard	No
Robert Lee	Yes
Sarah Schulz	No
Gwen Kaminski	No

The voted resulted in a tie. Mr. Cassil asked that if there is no statutory ordinance or state of law basis for denying a license based on time lapsed between completion of supervision and the application being made to the Board, can the Board deny a license? After some further discussion, the Board took a second vote and the result was as follows:

Larry Cassil	Yes
Toni Lempicki	Yes
Joy Leuthard	Yes
Robert Lee	Yes
Sarah Schulz	Yes
Gwen Kaminski	Yes

Ms. Lempicki moved to table **Julie Garrett** for Clinical BAS and request a letter of recommendation speaking specifically to her supervisory skills. Mr. Lee seconded the motion and the vote was unanimous in the affirmative.

Ms. Lempicki moved to table **Hilarie Anjanette Laverty** for Clinical BAS and request two new letters of recommendation commenting on her supervisory experience. A job description should also be included. Ms. Laverty may also appear in person before the Board if she so chooses. Either way, the two letters of recommendations and job description are required.

Ms. Kaminski moved to approve the following for LCSW, Exam ID only:

**Karla Kempf**  
**Heidi Mayer**  
**Teresa Nunez**  
**Shantelly Staton**  
**Amanda Shrader**  
**Faith Worley**

Mr. Lee seconded the motion and the vote was unanimous in the affirmative.

Ms. Kaminiski moved to approve **Alice Waquoi** for LCSW, Exam ID only. Mr. Lee seconded the motion and the vote was as follows:

Joy Leuthard	Yes
Gwen Kaminski	Yes
Toni Lempicki	Abstain
Robert Lee	Yes
Larry Cassil	Yes
Sarah Schulz	Yes

Ms. Kaminski moved to approve the following for LCSW:

**Stephen Chiovoloni**  
**Jennifer Durham**  
**John Holt**  
**Martha Jasso-Ramirez**  
**Shelley May**  
**Karyn O'Brien**

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

Ms. Kaminski moved to approve **Leslie Springs** for LSW, issue provisional. Mr. Lee seconded the motion and the vote was unanimous in the affirmative.

Ms. Kaminski moved to approve **Lorisa Norton** for LMSW. Ms. Lempicki seconded the motion and the vote was unanimous in the affirmative.

Ms. Kaminski moved to approve **Laura Printz** for LSWA, pending receipt of background check. Mr. Lee seconded the motion and the vote was unanimous in the affirmative.

Ms. Kaminski moved to approve **Julie Dougall and Deborah Thain** for LMSW, issue provisional. Ms. Lempicki seconded the motion and the vote was unanimous in the affirmative.

Ms. Kaminski delivered the Chair Report. She referred to a letter from Cynthia Grubbs, who is with the Department of Health and Human Services, Division of Practitioner Data Banks. It stated that the Oklahoma Social Worker's Board is late in reporting disciplinary actions taken against health care practitioners. Twelve actions have not been reported to the HIPDB as required. The letter requested that the list be updated. After some discussion, Mr. Cassil moved to give this information to Karl Kramer, ask him to review the provisions in the Social Security Act and find out to what extent the Board is bound by it. A determination can then be made if it is necessary to comply. Mr. Lee seconded the motion and the vote was unanimous in the affirmative. Mr. Cassil will contact Mr. Kramer.

Ms. Kaminski welcomed Sarah Schulz to the Board.

Under new business, Ms. Leuthard reported to the Board that the Board office received a letter from the State of Oklahoma Employees Benefits Council regarding the appointment of an agency wellness coordinator. It is a two-year term. Members attend quarterly meetings and represent the agency as the wellness coordinator. Ms. Leuthard moved to appoint the new Executive Director, when in place, as the wellness coordinator representing the Oklahoma State Board of Licensed Social Workers. It does offer networking opportunities. Ms. Schulz seconded the motion and the vote was unanimous in the affirmative.

Ms. Lempicki reported that at the ASWB Delegate Assembly it was recommended that all questions listed on the application for licensure should be the same questions listed on the renewal form.

Ms. Leuthard moved to ask Mr. Kramer to research whether applications are considered for public disclosure as part of the Open Meetings Act. Ms. Lempicki seconded the motion and the vote was unanimous in the affirmative.

Mr. Cassil moved to adjourn. Mr. Lee seconded the motion and the vote was unanimous in the affirmative. Meeting was adjourned at 2:00 PM.