



**STATE of OREGON**  
**BOARD of LICENSED SOCIAL WORKERS**  
**Board Planning Meeting**  
**Saturday, October 24, 2015**  
**3218 Pringle Road S. Salem, OR 97302**

**Board Members Present:** Kathy Outland, *Chair*  
Ebony Sloan Clarke, *Vice Chair*  
Donna Hirt  
Rachel Jensen  
Brenda Dennis

**Staff Members Present:** Randy Harnisch, *Executive Director*  
Kim Sommer, *Interim Licensing Manager*  
Mindy Tucker, *Senior Compliance Specialist*

---

**Chair Outland** called the Planning Meeting to order at 9:30 a.m.

**Chair Outland** asked for review of the draft agenda.

- i. **Hirt moved to adopt and approve the agenda as amended.**
- ii. **Clarke seconded.**
- iii. **Motion passed unanimously.**

**Harnisch** reported on correspondence received from a potential LCSW applicant who requested Board acceptance of their ASWB Advanced Generalist exam score in place of the required ASWB Clinical exam. **Chair Outland** stated the Advanced Generalist exam was created for social workers with a focus on administration, social policy and supervision as opposed to clinical, direct client practice. Harnisch inquired on the possibility of this applicant applying for an LMSW with the Advanced Generalist exam. Board members came to the conclusion that the rules do not allow for the Advanced Generalist exam to replace the required LMSW Masters exam. Board members discussed was the mobility of licenses and the possibility of building an exception into the rules for applicants who have practiced for a certain amount of time, and have met requirements substantially equivalent to Oregon's requirements.

**Tucker** provided an iPad operation training; instructing Board members on basic function, running updates, and downloading/viewing documents.

**Chair Outland** discussed the difficulty of filling the vacant Board public member positions, bringing up the possibility of changing the Board composition from 3 to 2 public members. **Martin** advised that any attempt to decrease the number of public members will likely be met with resistance at the Governor's office.

**Harnisch** discussed Board communication with licensees transitioning from paper to digital correspondence. Harnisch recommended updating the Board's rule that states renewal notices will be sent out via postal mail, and modifying the address of record rule to include an email address of record. **Martin** advised making sure there wasn't a statute that specifies licensees must receive a notice by mail. Licensees would need to be aware that their email address of record could be disclosed on a public records request.

**Tucker** discussed the wording on the Board's licensure application regarding inpatient treatment. Tucker suggested creating a matrix timeframe guideline for applicants who disclose to receiving prior inpatient treatment. **Martin** recommended creating definitions as to what the terms inpatient, residential behavioral health, mental health, etc. mean. **Tucker** inquired on the amount of documentation Board licensing staff can request regarding inpatient treatment before it reaches an investigation level. **Martin** advised gathering enough information for the application to be considered complete so the Board to make a decision as to whether or not there needs to be an investigation. He suggested changing the application to say, "If you answer yes to this, you must provide a current status update." **Chair Outland** would like a statement from their treatment provider stating they are fit to practice. Board members will discuss a general timeframe guideline at a later time.

**Jensen** reported that the Continuing Education Committee discussed cultural competency, how it will affect continuing education requirements, and what other licensing Boards are doing. She would like to discuss the topic further with the full Board. **Harnisch** provided Board members with information on HB 2611, which requires health regulatory Boards, including the Board of Licensed Social Workers, to report on licensees accessing cultural competency continuing education. **Jensen** would like the Board to discuss how they will implement the cultural competency requirement, the feasibility of people being able to access providers, and whether or not the Board will accept cultural competency continuing education from non-approved providers. OHA (Oregon Health Authority) will be providing a list of approved providers. **Sommer** suggested tracking cultural competency the same way the Board tracks ethics continuing education. **Hirt** inquired on the number of cultural competency hours the Board will require. Board members discussed requiring 6 hours of cultural competency continuing education with each two-year renewal. **Clarke** would like to create a Board Cultural Competency taskforce. **Harnisch** informed the Board that the cultural competency requirement goes into effect in 2017. **Chair Outland** would like to have a draft rule by the 2016 fall meeting, move it toward public hearing, and implement it in 2017. **Harnisch** would like to set up cultural competency trainings for Board staff and Board members. **Chair Outland** suggested making the training part of the Planning meeting in April.

**Harnisch** discussed a Board skills training regarding ethics and executive session rules. **Chair Outland** requested that Harnisch provides Board members with documents to review at a future meeting. **Hirt** will assist with a Board member alcohol and substance abuse treatment training during the April planning meeting. **Harnisch** suggested building training time into each in-person Board meeting.

**Harnisch** reviewed KPMs (Key Performance Measures) with Board members. The Board tracks four KPMs: timely complaint resolution, CE audits, customer satisfaction with agency services, and best Board practices. Currently the Board tracks the percent of complaints upon which the Board makes a decision within 6 months of when the complaint is received in the Board office. Board members discussed changing the wording of that KPM and lowering the target to create a more realistic goal. Harnisch will build the modification of KPMs into the budget presentation for the legislature next year.

**Chair Outland** would like to invite a representative from each university to come to a Board meeting a talk about their social work program. **Harnisch** will work on scheduling.

**Chair Outland** discussed MSW graduates from social work programs in candidacy status. Board members would like to gather more information regarding the candidacy process. **Harnisch** is going to contact CSWE's Vice President of Education, Jo Anne Ragen, to join a Board meeting via conference call.

**Chair Outland** reviewed the upcoming 2016 meeting schedule. Board members agreed to continue meeting the 2<sup>nd</sup> Friday of the month. **Dennis** suggested scheduling all in-person meetings with a conference call option.

**Chair Outland** thanked Board members and adjourned the Board Planning meeting at 1:50 p.m.

Respectfully submitted,



Kim Sommer  
Interim Licensing Manager