

Minutes approved Oct. 23, 2015



**STATE of OREGON**  
**BOARD of LICENSED SOCIAL WORKERS**  
**Board Meeting**  
**Friday, September 18, 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

**Board Counsel Present:** Kyle Martin, *AIC, Oregon Dept. of Justice*

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

\* = Participation by phone, all others present at the Board Office

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**1. CALL TO ORDER:**

**Chair Outland** called the Board Meeting to order at 10:10 a.m., and provided brief opening remarks.

**2. REVIEW OF AGENDA:**

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

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

**3. APPROVAL OF MINUTES:**

**Chair Outland** asked if the Board members had an opportunity to review the minutes for the following meetings:

**3a. July 10, 2015:**

- i. **Hirt moved to approve the minutes for July 10, 2015.**
- ii. **Jensen seconded.**
- iii. **Motion passed unanimously.**

**3b. August 7, 2015:**

- i. **Clarke moved to approve the minutes for August 7, 2015.**
- ii. **Hirt seconded.**
- iii. **Motion passed unanimously.**

**4. MOVE TO EXECUTIVE SESSION:**

**Chair Outland** announced that the Board would now enter into Executive Session to conduct Board business, pursuant to ORS 162.660(2)(b)(f)(h)(i)(l). The Board entered into Executive Session at 10:15 a.m.

- **Chair Outland moved the Board out of Executive Session at 11:27 a.m.**

**5. PUBLIC COMMENT:**

Jean Daugherty discussed her reasons for voluntarily changing her LCSW license status from Active to Inactive in October 2014. Daugherty provided the Board with an update on her health condition, indicating she felt fit to return to Active status and begin practicing social work again. Daugherty additionally provided supporting letters of recommendation.

**6. MOVE TO EXECUTIVE SESSION:**

**Chair Outland** announced that the Board would now enter into Executive Session to conduct Board business, pursuant to ORS 162.660(2)(b)(f)(h)(i)(l). The Board entered into Executive Session at 11:51 a.m.

- **Chair Outland moved the Board out of Executive Session at 1:20 p.m.**

**7. COMMITTEE REPORTS:**

**Dennis** provided the Continuing Education Committee report, and advised that committee had approved eight CE requests from LCSWs **Crowder, Reams, Stuntzner, Pechovnik, Morse** (two requests), **Hanna**, and LMSW **Salazar**. The committee did not approve **Lippert's** request due to the training not including enough didactic in the sessions.

**Clarke** provided the Licensing and Exam Committee report. The committee discussed concerns from an LCSW supervisor regarding their CSWA supervisee. Committee members advised staff to confirm the CSWA's new Plan of Supervision, contact the administrative supervisor regarding concerns, and contact the CSWA for their response. The committee approved requests to receive credit for previous supervision, direct client and work hours completed out of state, while under the supervision of a licensed mental health professional other than an LCSW, from CSWA **Christopher Danish**, LCSW applicant **Gabrielle Allender**, CSWA Applicant **Kara Radecki**, Temporary CSWA **Wilfredo Collins**, and LCSW Applicant **Sheryl Sabo**. Also approved was CSWA **Michelle Mitsui's** request to complete her Plan of Supervision, CSWA **Christy Tomchak Hutson's** request for an extension to the 5 year Plan of Supervision rule, and LCSW Susan **Khalsa-Wyborski's** request for an exception to the 20 year Semi-Retired rule. CSWA **Carrie Booth's** request to receive credit for supervision, direct client and work hours completed in Oregon before she obtained her CSWA, under the supervision of an LMFT, was denied due to Board rules requiring all hours to be completed under a Board approved Plan of Supervision as well as under the supervision of an Oregon LCSW, unless they are in a hardship. Potential LCSW applicant **Mary Bradford's** request to waive or reduce LCSW application fees was also denied due to Board rules and laws not providing authority to waive or reduce fees.

**Clarke** presented the Consumer Protection Committee report.

**In the matter of case 2013-55:**

- i. **Clarke moved to dismiss the case.**
- ii. **Dennis seconded.**
- iii. **Motion passed unanimously.**

**In the matter of Jean Daugherty's LCSW license reactivation:**

- i. **Clarke moved to approve Jean Daugherty's request for reactivation of her LCSW license.**
- ii. **Hirt seconded.**
- iii. **Motion passed unanimously.**

**Tucker** presented Board members with a 2013, 2014 and 2015 compliance statistics report that showed how many cases have been opened historically, how many were closed within a given period of time, and how many cases have been closed so far to date, including applications that have been presented for review.

**8. SPECIAL REVIEWS:**

[No special reviews]

**9. EXECUTIVE DIRECTOR'S REPORT:**

**Harnisch** reviewed with the Board a draft letter for all licensees regarding the renewal fee increase that was approved as part of the budget. The administrative rules to make that happen were filed on September 15<sup>th</sup>. The notice will be published on October 1<sup>st</sup>. The public hearing is scheduled for November 20<sup>th</sup>. **Harnisch** anticipates having a Rules Advisory Committee meeting early October to review the draft rules and make comments or suggestions. The draft rules then will be sent out to all licensees and the Board will have an opportunity to see them in October. If the Board approves them in December, the rules will take effect January 1, 2016.

**Harnisch** provided a licensing statistics update. **Harnisch** anticipates growth in LMSW and RBSW categories as new programs begin to produce graduates. Roughly 74% of the Board's licensee base is LCSWs, 16.5% CSWAs, 8.2% LMSWs, and 1.3% RBSWs. **Dennis** inquired on addressing additional workload for staff as the licensee base grows. **Harnisch** stated in the past it was dealt with procedurally, by going from one year to two year licenses. He is working to have all applications submitted online in the future.

**Harnisch** reviewed a summary of the newly adopted 2015-2017 budget with Board members.

**Harnisch** discussed the Board's IT contract. The Board's current and all previous IT services have been provided by Grant Moyle. **Harnisch** has been working with DAS to extend the current IT contract. DAS will be drafting an RFP for IT providers going forward.

**10. APPROVAL OF THE CONSENT AGENDA:**

- i. **Clarke moved to approve the Consent Agenda as presented.**
- ii. **Dennis seconded.**
- iii. **Motion passed unanimously.**

**11. OLD BUSINESS:**

**Chair Outland** reviewed the meeting schedule for the remainder of 2015. The next Board meeting is scheduled for October 23<sup>rd</sup> with a Planning meeting the following day on October 24<sup>th</sup>. No November meeting is scheduled. The Board will meet in December on the 11<sup>th</sup>. There will be a Public Hearing on November 20<sup>th</sup>.

**Chair Outland** discussed keeping committee assignments the way they are. The Board will continue to review Consumer Protection Committee items at the full Board level for the October meeting.

**12. NEW BUSINESS:**

[No new business]

**13. CORRESPONDENCE:**

Harnisch informed Board members that the number of customer service complaints the Board office receives has improved. In the case that a Board member receives a complaint or an inquiry about a compliance case directly from a consumer, or questions from the media, Harnisch advised all Board members to not respond and send the communication directly to him.

**14. ANNOUNCEMENTS & ADJOURNMENT:**

**Harnisch** discussed bundling Board meeting travel reimbursement checks for Board members.

**Chair Outland** invited Board members to send agenda topics to her for the upcoming Board and Planning meeting.

**Chair Outland** adjourned the Board meeting at 2:07 p.m.

Respectfully submitted,



Kim Sommer  
Interim Licensing Manager