

TENNESSEE BOARD OF SOCIAL WORKER LICENSURE MINUTES

DATE: November 4, 2021

TIME: 9:00 a.m. CDT

LOCATION: Iris Room, Ground Floor
665 Mainstream Drive
Nashville, TN 37243

BOARD MEMBERS

PRESENT: Robert Zylstra, LCSW, Chair
Kenya Anderson, LMSW Secretary
Kenneth J. White, LAPSW
Tara Watson, LCSW
Ann-Marie Buchanan, LMSW
Jennifer Williams, LAPSW
Rachel Horton, LBSW

BOARD MEMBERS

ABSENT: Ashley Childers, LCSW
Kim Mallory, LAPSW
Patti Ashlock, LBSW
Karen A. Armstrong, Citizen Member

STAFF PRESENT: Christi Stacey, Board Administrator
Diana Hunley, Unit Director
Nathaniel Flinchbaugh, Assistant General Counsel

Robert Zylstra, Board chair called the meeting to order at 9:01 a.m. A roll call was conducted, and a quorum was present. The Board staff introduced themselves: Christi Stacey, Board Administrator, Diana Hunley, Unit Director, and Nathaniel Flinchbaugh, Assistant General Counsel.

Rule Making Hearing

Nathaniel Flinchbaugh called the Rule Making Hearing to order. Mr. Flinchbaugh stated for the record his name and that he serves as the Senior Associate of General Council with the Tennessee Department of Health, Office of General Council and that he would be serving as the moderator for the rule making hearing, November 4, 2021. The rule making was taking place pursuant to Tennessee Code Annotated, Section 45204 in the Iris room at 665 Mainstream Dr.,

Nashville Tennessee. The purpose of the rule making was to solicit comments on the rules proposed by the Board to amend rule 1365-01-.05. He gave the Board a summary of the factual information on which the amended rules contained in the notice of rulemaking are based. This rule making was going to reduce the amount of carry-over held by the Board while reducing the financial burden on the baccalaureate social worker applicants and the master's social worker applicants. A rule is defined as agency statement of general applicability that implements and prescribes law or policy or describes the procedures of practice requirements of the agency. Proposed rules are filed with the Office of Secretary of State and notice is given to the public for comments and the rule making hearing is then held. Upon conclusion of the rule making hearing and adoption of the proposed rules, the rules are forwarded to the Attorney General's office for review of legality. If approved, they are then filed with the secretary of state who is responsible for publication and the government operations committee of the general assembly. The rules must stay in the Secretary of State's Office for ninety (90) days, the end of which will be the effective date of the rule. Mr. Flinchbaugh then invited members of the public to sign the list at the door if they wished to speak to the board as only those who had signed up would be permitted to speak. There were no signatures from the public to speak. He then read the actual text of the rule: Rule to be amended is 1365-01-.05 subparagraph (1)(a) that application fee for the baccalaureate social worker is going to be reduced from fifty (\$50.00) dollars to twenty-five (\$25.00) dollars. The next rule to be changed is 1365-01-.05 subparagraph (2)(a) for the master's social worker application fee is going to be reduced from seventy-five (\$75.00) dollars to fifty (\$50.00) dollars. Ms. Hunley stated that the rule making notice had been placed on the TN.gov website with the today's meeting agenda. Mr. Flinchbaugh then asked if there were any comments from the board. Hearing none, that concluded the rule making hearing.

Minutes

The minutes from the August 5, 2021 meeting were reviewed and a motion to approve was made by Ms. Buchanan seconded by Ms. Williams. The motion carried.

Investigative Report

Board Attorney Nathaniel Flinchbaugh informed/updated the board of pending changes that were occurring in the Office of Investigations. Previously, the disciplinary coordinator had been in the Office of Investigations but as of Monday, November 8, 2021, would be working for him (Mr. Flinchbaugh) within the Office of General Counsel. There would be a delay until the next meeting, working out how the reports between the two offices would be split. Essentially the Board's attorney would be given the number of licensees that were going to be disciplined. That the Office of Investigations was conducting an audit and an updated report with the numbers would be given at the next scheduled meeting.

Year-end Fiscal Report 2021

Matthew McSpadden fiscal manager for the division of Health Licensure and Regulations presented the fiscal year-end financial report. He reminded the Board that the fiscal year runs from July 1st to June 30th, and this report covers July 1st of 2020 – June 30th of 2021. He presented the revenue and expenditures for fiscal year 2021, Payroll expenditures were

\$120,092.82, total other direct other expenditures \$26,602.70 with a total direct expenditures of \$146,695.52. Allocated expenditures: these are expenditures that are allocated across all health-related boards based on the number of licensee's, or investigative hours charged to the board which came to \$166,075.94. Total expenditures to the Board \$312,771.46. Board fee revenue for the year was \$483,209.41 for a current year net of \$170,437.95. Technology improvements which include visual investigative, and licensure regulation improvements totaled \$17,807.54 bringing the current cumulative carryover balance of the Board to \$1,853,635.02. He then provided comparison charts of direct expenditures for FY19-FY21. The expenditures have remained consistent over the last three years, the direct expenditures were down just a little, with a small increase to the administrative and investigations cost under the allocated cost.

Tennessee Board for Master Social Workers	
Analysis of Operating Expenditures and Carryover Balance	
FY2018 Operating Expenditures	\$ 242,773.37
FY2019 Operating Expenditures	\$ 278,934.74
FY2020 Operating Expenditures	\$ 287,818.76
3 Year Average of the Annual Operating Expenitures	\$ 269,842.29
2 Times 3 Year Average of the Annual Operating Expeniture	\$ 539,684.58
2020 Cumulative Carryover Balance	\$ 1,701,004.60
FY2019 Operating Expenditures	\$ 278,934.74
FY2020 Operating Expenditures	\$ 287,818.76
FY2021 Operating Expenditures	\$ 312,771.46
3 Year Average of the Annual Operating Expenitures	\$ 293,174.99
2 Times 3 Year Average of the Annual Operating Expeniture	\$ 586,349.97
2021 Cumulative Carryover Balance	\$ 1,853,635.02

It is the policy of the Board to conduct review of the fee structure and financial status of the Board if the cumulative carry over balance does exceed two times the three-year average of annual expenditures. Which has been done, and the last slide he presented was a summary of the operating expenditures for the last three fiscal years. The three-year average is \$293,174.99 two times that comes to \$586,349.97 the cumulative carry over balance is significantly higher than that. Mr. McSpadden did not believe that the fee reduction in today's rule hearing would have any impact on that, and most likely would not even reduce it to running the Board in the red. It may possibly lower the net a small amount. It is the recommendation of the fiscal office that everything remain the same as their office does have some technology improvements in mind coming up and do not recommend any further fee reductions other than what has already been reviewed/approved.

Office of General Counsel

Mr. Flinchbaugh reminded the Board of the conflict-of-interest policy. If anyone has a conflict of interest, they are required to let the Board know and recuse themselves. He also reminded the Board about the open meetings act; any communications between two Board members in any type of medium whether it is electronic, or in person if it is about Board business, it must be Sunshined and properly noticed for the public to attend.

Mr. Flinchbaugh stated that there were currently eleven (11) open cases in the office of general counsel, two on boundary issues to be reviewed today:

Gallon, Gary, LCSW 6177 Facts: Respondent was employed at the Tennessee Valley Healthcare System in Cookeville and Crossville, Tennessee. Respondent was providing assistance to H.D. Respondent began a personal relationship with H.D. from early 2018 until May of 2020. Respondent was terminated from his employment on November 27, 2020.

Discipline: (1) Suspension of license until completion of approved boundary course but must be completed within 3 months; (2) Probation for three (3) years with terms; (3) Must be supervised during probation (no relation by blood, marriage, or employment), and report due on 5th of each month; (4) Type A Civil Penalty of \$1,000, payable within 24 months; (5) Costs not to exceed \$1,000, payable within 24 months. Motion to accept the order was made by Ms. Watson, seconded by Mr. White. Motion carries.

Shelley, Christina, LMSW 12255 Facts: Respondent was employed with Helen Ross McNabb Center in Knoxville, Tennessee. Respondent was assigned to care for client S.Z. Respondent began seeing S.Z. outside of the clinical setting. Respondent resigned her employment on May 13, 2020. Respondent reported substance use disorder.

Discipline: (1) Suspension of license until completion of approved boundary course but must be completed within 3 months; (2) Probation for two (2) years with terms; (3) Must be supervised during probation (no relation by blood, marriage, or employment), and report due on 5th of each month; (4) Must maintain 100 percent sobriety; (5) Three Type A Civil Penalties five hundred (\$500) dollars each for a total of \$1,500, payable within 24 months (6) Costs not to exceed \$1,500, payable within 24 months. Motion to accept the order was made by Ms. Watson, seconded by Ms. Buchanan. Motion carries.

Update on Rules

Mr. Flinchbaugh gave an update on the Chapter rewrite; the rule packet has been corrected and is back in the Attorney General's Office awaiting final approval. Once received, it will be filed with the Secretary of State's office, hopefully within a week.

Order of Compliance

James Stanton, LMSW 8651 Facts: Mr. Stanton submitted his petition for the Order of Compliance. The Board had also received the affidavit from his disciplinary coordinator stating that he had met all of his terms. Mr. Flinchbaugh presented a draft of his consent order to the Board. He was placed on probation, effective May 4, 2020 and the probation period was to set for

one year. All of his terms have been met, and he has petitioned; it is now up to the Board whether or not to return his license to the unincumbered status. Motion made to accept was made by Ms. Buchanan and seconded by Ms. Anderson. Motion carries.

Mr. Flinchbaugh brought up the current “Policy on Application Deadlines” wording. In light that the Board had been inundated with the number of applications stamped-dated on the cut-off date, Mr. Flinchbaugh wanted permission to tweak the language of the policy. The current language reads: “An applicant must have their complete application packet *submitted* to the Board’s administrative office no later than thirty (30) days before the next regularly scheduled meeting”. We’re finding that there are significant delays between the date an application is being mailed and received (one to two weeks). Currently, clinical application logs must be sent to the Board by U.S. Mail due to the bulk of clinical records. He suggested that we change the wording of the policy from “submitted” to “received by” the Board administration.

Karen Franklin voiced her concern and that we really needed to get the fact that a “Deadline Policy existed out there”. She stated that NASW had received comments regarding this and inquiring also could there be reviews of clinical applications more frequently. She suggested that the 30-day deadline be made very prominent on the application itself. She also updated the Board that NASW had been working on the compilation of the “frequently asked questions” and were ready (from the NASW perspective) to post on their website. She included that she would welcome a reviewer from the Board to review them before they are posted. Ms. Buchanan volunteered to help.

Administrative Report

Ms. Stacey stated that as of November 3, 2021, there were 538 Licensed Baccalaureate Social Workers; 3,214 Licensed Master Social Workers; 254 Licensed Advanced Practice Social Workers; and 3,281 Licensed Clinical Social Workers.

Licensed Baccalaureate Social Workers	Licensed Master Social Workers	Licensed Advanced Practice Social workers	Licensed Clinical Social Workers
New Licenses - 4	New Licenses - 107	New Licenses - 3	New Licenses - 97
Renewed - 59	Renewed - 341	Renewed - 29	Renewed - 365
Online - 44	Online - 299	Online - 20	Online - 293
Retired License - 4	Retired License - 50	Retired License - 3	Retired License - 19
Expired - 9	Expired - 36	Expired - 3	Expired - 28

Ms. Stacy stated from August 3, 2021 thru November 3, 2021 that four (4) LBSW licensee, fifty (50) LMSWs, three (3) LAPSW’s and nineteen (19) LCSWs has retired their licenses.

Ms. Stacey stated from August 3, 2021 thru November 3, 2021 that nine (9) LBSWs, thirty-six (36) LMSWs, three (3) LAPSW and twenty-eight (28) LCSWs license had expired.

Ms. Stacey gave dates for the 2022 Social Work Board meetings:

02/24/2022

05/12/2022

08/04/2022

11/17/2022

Review, approve/deny application files

Ms. Stacey had several applications of applicants that were licensed under different circumstances than those our Board requires that required Board approval. Ms. Stacey gave a brief overview of the applications and reminded the Board the entire application was on their iPads.

*Applications had also been emailed to the Board Members prior to the meeting.

8-A Clausell, Laniece – Clinical by Reciprocity

Has current license in California

*Graduated with MSW Degree 05/23/2009

* Licensed initially 11/26/2013 upon passing the California BBS exams.

License expires 11/30/2021

Motion was made to accept the application for licensure by Ms. Buchanan, seconded by Ms. Williams. Motion carried.

8-B. Mandel, Alyse - Clinical by Reciprocity

Has current license in good standing in New York

*Graduated with MSW Degree 05/21/1997

*Met the “Grandparenting” Provision (at the time of licensure) of post MSW supervised experience in diagnosis, psychotherapy, and treatment planning 07/28/1997-07/28/2000

Passed the ASWB Masters exam 03/21/1997

Was initially licensed at Clinical level 10/18/2005 – Expires 01/31/2023

Motion was made to accept the application for licensure by Ms. Watson, seconded by Mr. White. Motion carried.

8-C. Murphy-Schulz, Patricia Ann – Clinical by Reciprocity

Has current licenses in Ohio and DC

*Graduated with MSW Degree 09/01/1978

*Licensed issued initially in Ohio 09/15/1990 by passing the ASWB “Advanced Generalist Exam”. Her Ohio license also includes endorsement to provide supervision since 06/28/2008. Ohio license expires 09/15/2022

Motion was made to accept the application for licensure by Ms. Buchanan, seconded by Ms. Williams. Motion carried.

8-D. Tantillo, Michele – Clinical by Reciprocity

Has current license in Illinois

*Graduated with MSW Degree 05/13/1995

*Included letter of explaining the requirements for licensure in 1997

*Completed 3000 clinical hours (at that time period)

*Licensed granted by passing the “Illinois Department of Professional Regulation” Clinical Exam 02/11/1997

*Licensed as a LCSW 03/03/1997 – Expires 11/30/2021

Motion was made to accept the application for licensure by Ms. Buchanan, seconded by Ms. Williams. Motion carried.

8-E. Thompson, Kelly Lynn – Clinical by Reciprocity

Has current license is in good standing in MI

*Graduated with MSW Degree 08/20/1993

*License granted based on application and education only, exams waived/grandfathered.

Original license date 10/19/1992 – Expires 04/30/2024

Motion was made to accept the application for licensure by Ms. Buchanan, seconded by Ms. Williams. Motion carried.

8-F. Wade, Ruby – Clinical by Reciprocity

Has current license in CA

*Graduated with MSW Degree 06/12/2010

*Licensed initially 04/02/2014 upon passing the California BBS exams.

License expires 06/30/2023

Motion was made to accept the application for licensure by Ms. Buchanan, seconded by Ms. Williams. Motion carried.

Application submitted by Brown, Roger / brought before the Board due to lengthy criminal background. Mr. Brown was present to answer questions from the Board.

*Application with a summary of background results was sent to the Board Members prior to the meeting and was on the iPads. The Actual criminal background cannot be included for confidentially reasons.

Mr. Brown addressed the Board explaining that he was applying for an LMSW license by reciprocity from the state of New York, initially licensed in 2019. Received his MSW in 2017. Has worked for the Veterans Affairs Medical Center for the last eight (8) years. Also works for the Mental Health Association of Nassau county, Central Nassau Guidance Counseling services. He transferred from New York to the Memphis VA after a promotion, overseeing the Alumni program working with individuals who have successfully graduated from the psychosocial rehabilitation recovery clinic under the clinical supervision of Renee Brown. Mr. Brown has plans on returning to school to receive his doctorate. He desires licensure here to begin work, and to begin logging clinical hours toward the LCSW license.

Motion was made to accept the application for licensure by Ms. Anderson, seconded by Ms. Buchanan. Motion carried.

Application submitted by Nagler, Ross / brought before the board due to lengthy criminal background. Mr. Flinchbaugh had recommended that the application be reviewed by the Board due to the nature of the charges. *Application with a summary of background results was sent to Board Members prior to the meeting to have adequate time to review and was on the iPads. The Actual criminal background cannot be included for confidentially reasons. The Board agreed to have Mr. Flinchbaugh send letter of contingency requiring him to complete a “Safe to Practice” evaluation sent before approving him to sit for the LMSW Masters exam. Mr. Nagler will have thirty (30) days to accept it. If he does not accept it within the thirty (30) days, his application will be administratively closed.

Motion was made to accept the application for licensure by Ms. Buchanan, seconded by Ms. Williams. Motion carried.

Agreed Citations

The Board reviewed an Agreed Citation for **Ruth R. Williams LCSW #3083** whose license had lapsed beyond the sixty (60) day grace period. Ms. Williams was fined one hundred dollars (\$100.00) per Board policy. Upon realizing that the license had lapsed, she brought in her reinstatement application, proof of continuing education and paid renewal and late fees owed. She then paid the Agreed Citation penalty for practicing beyond the grace period. Motion was made to accept the Agreed Citation for reinstating her license by Ms. Buchanan, seconded by Ms. Williams. Motion carried.

Review, approve/deny and ratify new licensure files

Upon review Ms. Buchanan made a motion, seconded by Ms. Williams, to approve the following LBSW applicants for licensure:

**Gleaves, Melinda
Rhudy, Keesha**

**Hartley, Erin J.
Young, Toinette Leonora**

The motion carried.

Upon review Ms. Anderson made a motion, seconded by Ms. Buchanan, to approve the following LMSW applicants for licensure:

**Aijaz, Atheeqa
Alexander, Katherine C.
Anderson, Taniesha Nikale
Appleton, Edith Fowler
Bakirtzis, Andrea
Bearden, Kathryn Anne
Beckler, Jaclyn Winona
Bible, Brittany
Birkey, Sofia C
Black, Edna
Bowen, Leslie Rene
Burns, Jesse Hunter
Caldwell, Kristen
Campbell, Andrew
Campbell, Cornelia
Carter, Bailey Jo
Carter, Destiney Patricia
Carvagno, Gina Marie
Chambers, Candice Gail
Chaniott, Ryan Russell
Cochran, Bailey Cooper
Coenen, Claire
Collimore, Mary Elizabeth**

**Correa, Melia
Cousins, Amy
Dew, Megan
Diehl, Spencer Logan
Donahue, Meghan Frances
Dortch, Marquita Yvett
Duarte, Marissa Lauren
Duke, Kyra Louisa
Dunaway, Kathryn Blair
Flowers, Leon D.
Folger, Christina Ann
France, Kristen
French, Chezney
Frison, Terkessa
Fryer, Aspen Nicole
Garlington, Sarah B
Gonyea, Alyson Taylor
Grant-Crutchfield, Krystal
Green, Shawna
Guetschow, Lauren Ashleigh
Hayes, Katherine Benson
Hedges, Alison
Hein, Matthew**

Henson, Angella Gale
Herrera, Stephanie
Hipskind, Loren Stephanie
Hodus, Hilary
Hopson, Tricia
Horton, Tiffany
Howell, April O
Izquierdo, Adriana Ines
Johnson, Ashley Nicole
Kirk, Priscilla Owen
Kiser, Ricky Morgan
Lee, Teara T.
Lemon, Tierra
Lewis, Ashley
Lincoln, Samantha
Lowery, Molly Ann
Lozano, Hannah
Manning, Jaavia
Mccommon, Meghan
Meredith, Tammy
Miller, Kimberly Suzanne
Mills, Rachelle
Mitchell, Marlanna
Neal, Latrice Shante
Newell, Amber
Oldham, Josie
Olsson, Alexis Nicole
Pennamon, Tamika Lashai
Perkins, Deanna Kathleen
Puccio, Autumn Brooke Tanney
Ramsey, Samantha

Reyes, Jasmine
Rich, Mattie
Rivera, Rachel
Sawyer, Angela R.
Scher, Cory Ann
Schorsch, Hailey
Simon, Jack Mitchell
Sitton, Rachel
Smith, Brittany Marie
Stone, Jay Allen
Taylor, Melissa S
Tester, Jenny
Trifit, Violetta Marie
Vaden, Amanda N.
Veinotte, Zachary D
Vuono, Sara
Waggoner, Randy Shane
Warren, Tela
Watkins, Astasia Nichonne
Watkins, Tawanda
Wellington, Nicole Lynn
Whidby, Michaela
Wibright, Margaret Hope
Wilde, Cleo Blakely
Withrow, Kayla Rayne
Woitalla, Laura
Wolfe, Rebecca
Woodfin, Matthew Lytle
Woods, Trinicia Monae
Wortman, Virginia

The motion carried.

Upon review Ms. Buchanan made a motion, seconded by Ms. Williams, to approve the following LAPSW applicant for licensure:

Clabo, Laura M.
Whitmer, Karen L.

Puffer, Hannah

The motion carried.

Upon review Ms. Buchanan made a motion, seconded by Ms. Williams, to approve the following LCSW applicants for licensure:

Ahern, Robin

Ayers, Jean Marie

Bearden, Jennifer Dianne
Berkenpas, Lisa
Bichsel, Pacheco Pina Amy Michelle
Biggs, Loren R
Blount, Amy
Branch, Angela Delois
Brave, Eagle Stephanie Irene
Breaux, Heidi
Breaux, Michael Anthony
Bridges, Ledetra
Buckley, Michelle
Caldwell, Melissa Lynn
Carreiro, Stefanie M.
Carver, Carole M.
Cole, Lydia
Corbitt, Heather E.
Crockrell, Sydney Myles
Davenport, Wendy G
Deaderick, John Shelby
Deckard, Lee A.
Dickson, Mackenzie Mayer
Dubose, Delenny Lapatrick
Dupree, Breisha K.
Duranti, Jean
Ezell, Eleanor
Fowler, Carol W.
Furtick, Victor
Graham, Thomas Edward
Gray, Carmen Lynn
Griffin, Laurie
Guthrey, Theresa
Hanneman, Emily M.
Hasselman, Karen
Hebert, Catherine G.
Hedrick, Alyssa
Herb, Melissa D.
Herrera, Jodi M.
Hill, Dianne L
Hudson, Lauren
Hutchinson, Amanda Elizabeth
Hyrchuk, Karissa
Inglis, Alison
Jones, Chestina M.
Kelly, Toni
Kiraly, Linda
Kljajic, Jennifer

Knowles, Stephanie
Kreckman, Sheryl Suzanne
Kreiter, Jamie Beth
Krone, Jaime
Lahrs, Anna Marie
Lane, Mindy N.
Lavacot, Briana L.
Liebhart, Andrea
Lindsey, Lianna Tsangarides
Lovell, Lisa
Mahan, Logan
Marqua, Gina M
Matthews, Katheryn Louise
Mavec, Bridgette
Mcdowell, Oshonda Renee
Mclaughlin, Stephan
Mcmahan, Jennifer
Mcmillen, Ashley
Morris, Emily Elizabeth
Munoz, Erika Michelle
Ng-Tedjasukmana, Mary
Pollard, Bruce Wayne
Pollock, Naomi
Price, Artesia Renee
Prosak, Meredith M.
Rieman, Grace Lewis
Roden, Bethany L.
Roe, Jared Stewart
Rogers, Allison
Ryg, Sarah Doris
Samberg, Andrea B.
Schrimpf, Sarah L.
Sheppard, Micah
Sherrod, Hans Maceo
Smith, Elsa Julissa
Stanton, Jessica
Tatum, Leigh Scotten
Thane, Sara Marie
Thompson, Kaitlyn Ryann
Volpei, Brittany
Ward, Tebarga Lakeisha
Weintz, Kathryn Ann
Whitledge, Sarah
Williams, Darissa
Williams, Deanna Jeneen
Williams, Justin L.

**William,s Robert L.
Wilson, Dava R**

Wilson, Kaylee C.

The motion carried

Approve LCSW applicants to sit for written exam

Upon review of the initially approved, Ms. Buchanan made a motion, seconded by Ms. Williams, to approve the following LCSW applicants to sit for the written exam. Ms. Watson recused. *

**Anderson, Allison
Beach, Anne
Black, Larisa
Blair, Tiffany
Bolling, Gabriel
Brooks-Williams, Latonia
Buford, Mary
Cathey, Jinger
Chandler, Laura
Cox, Lois C.
Crowder, Lindsey
Diehl, Allison*
Fedore, Kara
Fortner, Whitney
Foster, Leisha
Gibson, Rachel
Golliher, Elizabeth
Gray, Chelsea
Hickman, Melanie
Hickman, Melanie
Hisle, Joda
Hixson, Kandace
Hunt, Deborah
Jones, Chelsea
Khoshnoodi, Jamshid**

**King, April
Koontz, Christopher
Kuykendall, Madison
Lee, Katelyn
Leone, Gena
McCartt, Jacqueline
McCaughan, Amy
Metcalf, Brent
Millsaps, Mary
Monforte, Jenna
Norris, Kayla
Parson, Yolande
Rauscher, Kara
Rhodes, Shadeau
Roshell-Gahan, Princess
Rowland, LaTierra
Saffles-Granville, Jane*
Self, Alison
Shaw, Shamelia
Stephens, Leigh Ann
Underwood, Virginia
Wade, Keshia
Whitehead, Jennifer
Winslow, Laurence
Yarbrough, Whitney**

The motion carried

Approve/deny reinstatement applications.

Upon review Ms. Buchanan made a motion, seconded by Ms. Williams, to approve the following LBSW reinstated license:

**Allen, Angela D.
Lackey, Veronica**

Jenkins, Misti Allison

Upon review Ms. Williams made a motion, seconded by Ms. Buchanan, to approve the following LMSW reinstated license:

Boles, Amanda P.
Cavender, Cathy L.
Coverson, Demonica L.
Dusky, Jennifer E.
Grimenstein, Allison G.
Hartman, Karen R.

Herrmann-Melton, Mary
Hill Jr., Clifford
Miller, Molly Helton
Olaore, Augusta
Webster, John'Na

The motion carried.

Upon review Ms. Anderson, made a motion, seconded by Ms. Buchanan, to approve the following LAPSW reinstated license:

Boulware, Amy
Franklin, Karen

Steppe, Susan Caylor

The motion carried.

Upon review Ms. Buchanan made a motion, seconded by Ms. Williams, to approve the following LCSW reinstated license: Ms. Watson recused*

Fridrick, Richard M.*
Holcombe, Mitzi Wade
Price, Carolyn D.

Reed, Karen P.
Thompson, Phillis L.
Williams, Ruth R.

The motion carried.

Task Force Meeting Update

Ms. Watson, Chair of the Task Force, had printed information/examples that she handed out for the Board to review. She had draft copies of proposed forms for supervision agreements, outlines for a “supervisory plan” and examples of what that may look like based on other states. She had researched the requirements other states had for clinical supervision and found that Tennessee was one of, if not the only state, requiring paper logs. The goal of the Task Force was to have documents submitted electronically on quarterly reports, therefore greatly reducing the amount of paper submitted and kept in files. This new proposed method of beginning supervision would include more information than currently received at the onset of supervision. The supervision plan would include a description of the job duties, determining whether the supervision is contracted, the average number of clinical/non-clinical hours, what are the assessment processes, treatments, modalities, etc. Sections that would ensure that the work being done is explicable, that the number of hours being reported make sense and would provide much more information especially on the front-end. The plan would be submitted either when someone begins supervision, or if they change clinical supervisors (that would require a new plan to be submitted) or change jobs (that would only require an addendum) to the plan.

The Board reviewed the examples, and there was much discussion on the specifics and how the “plan” would be submitted for review by the Board. The supervision plan would also include sections from the rules that are often overlooked which have a direct effect on their application submission. The supervision plan would be submitted with sufficient detail, be reviewed, seal approving placed, scanned into LARS (Licensing and Regulatory System) and the original with the seal returned to the applicant by mail with the digital copy being stored in the applicant’s file. Then the links would be made available between the supervisor and supervisee practitioner profiles. Within thirty (30) of beginning supervision, they would be required to submit a supervisory plan, thirty (30) days after submission it would be reviewed and approved by the Board administration. The Board had several questions on the details of reporting hours, approval submissions, changing supervisor’s, etc. Ms. Franklin spoke briefly, formally giving recognition to Ms. Watson and the task force for all the research and work that had been done in trying to make the clinical application process easier to complete. Making the whole process more understandable and possibly avoiding reoccurring problems that have often arisen with the current method.

Ms. Watson explained the process of submitting quarterly reports, wherein applicants could submit their own signed report/review of the past three (3) months. These reports could be submitted directly into LARS (Licensing and Regulatory System), and if no activity was reported within a year (twelve-month period) the application would be administratively closed. All the forms proposed were discussed with initial drafts to give the Board an idea by example, were still evolving with corrections noted. The applicants would still be responsible for keeping their “logs” and if the Board had any question regarding a quarter reporting period, they could request the applicants to send in that quarter of their logs. The Board agreed to take this information with them to review, and or make corrections and suggestions for the next board meeting in February.

The Board also made the decision to hold off on updating the Thirty (30) Day Deadline Policy at this time. Possibly making a change in it once the packets for clinical application were completed.

Other Board Business

Ms. Hunley provided the Board with information regarding “CE Broker”. She explained that she and the administrative staff met with CE Broker and wanted the Board’s approval on going forward with this. She explained that there was no cost for this service and licensees could enter their own continuing education certificates, that it would hold/track the licensee’s CE’s. This service would streamline the CE Audits as well, mentioning that there were other Boards within the state already using this vendor’s services. This process would result in less paper and provide a more accurate way of monitoring one’s compilation of required continuing education. This would not be required by licensees, but strongly suggested by the electronic service. CE Broker would also “talk” to our inner system LARS. Motion was made approving the use of this service by Ms. Buchanan, seconded by Ms. Williams. Motion carries.

Ms. Buchanan had a question from a licensee; “To get the three (3) thousand hours of client contact, does it matter where those hours are acquired? For example, if I’m going to get licensed in Tennessee, and some of my contact hours are in Tennessee, and some are with Home Health clients in Virginia, can I use Home Health toward those hours? Also stating that the licensee, and the supervisor are licensed in both states.”

Mr. Flinchbaugh explained that what the Board looks at is the supervisor's qualifications, do they meet the supervisor's qualifications here, and do they meet the requirements as the type of work that's being counted as clinical, in terms of the state of Tennessee's definition? "Sounds like" that with the question being asked that it would be clinical work under an approved supervisor, and with telehealth that location is the defining factor that it once was. That the supervisee and the supervisor should be licensed in both states in which the work was being completed.

Election of Board Chair and Board Secretary seats

Mr. Zylstra, current chair stated that he has enjoyed the position but had no qualms stepping down. He also made motion of Ashley Childers, LCSW as chair, Ms. Buchanan seconded the motion. Motion carried.

Ms. Anderson, current Secretary, nominated Ms. Watson for the Secretary position. Motion was seconded by Ms. Buchanan. Motion carried.

Motion was made at 11:35 AM/CST to adjourn by Mr. Zylstra seconded by all.

Ratified by the Board of Social Workers February 24, 2022