



Arkansas Department of Health

Social Work Licensing Board

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Governor Asa Hutchison

José Romero, MD, Secretary of Health

Ruthie Bain, Director

BOARD MEETING MINUTES

December 13, 2021

CALL TO ORDER, READING OF THE MISSION STATEMENT

The Social Work Licensing Board met Monday, December 13, 2021, at the Social Work Licensing Board, 5800 West 10th, Suite 906, Little Rock, Arkansas. Tammy Charlton, LMSW, Chair of the Board, called the meeting to order and read the Mission Statement.

Board Members Present: Tammy Charlton, LMSW
Elizabeth Crone, LCSW
Tammy Vaughn, LMSW
Dr. Raymond Molden, Psychiatrist
Vorandol Stinyard, Senior Representative
Susan Reasoner, LCSW
Betty Guhman, Public Representative
Kristin Agar, LCSW
Shani Patterson, LSW

Board Members Absent: None

Board's Attorney: Lacie Kirchner

Board's Staff: Ruthie Bain, Director
Chere' Johnson, Administrative Specialists III

APPROVAL OF MINUTES:

Minutes from the November 8, 2021, Board meeting were reviewed. Kirstin Agar, LCSW, made a motion to approve the minutes as presented. Susan Reasoner, LCSW, seconded the motion, which carried.

COMPLAINT COMMITTEE REPORT:

The Board Director reported on the following complaint:

Complaint 2022-06 – A complaint was received against an individual who is not licensed by the Board. Susan Reasoner, LCSW, made a motion to dismiss the complaint. Vorandol Stinyard seconded the motion, which carried.

NEW BUSINESS:

Review Waiver Requests:

The Board had no requests for a waiver.

Review Control Self-Assessment:

Every two years, all State Agencies prepare and report a Control Self-Assessment (CSA) to the Arkansas Department of the Inspector General's Office of internal Audit. The Board Members were emailed a copy of the most recent updates to the Boards CSA. Today's meeting reviewed the final plan. Members were asked ahead of time to review the plan for any errors or questions they may have. None were reported. Vorandol Stinyard made a motion to approve the plan as presented and to approve the Certification Letter. Shani Patterson, LMSW, seconded the motion, which carried.

Review Request from Ashley Mann:

Ashley Mann, LMSW, had written the Board requesting reconsideration of her Supervision Evaluation and hours. Ms. Mann was under the impression that she could complete her supervision early due to her supervisor leaving for maternity leave. Ms. Mann submitted a Supervision Evaluation Form indicating only 22 months of supervision. It did indicate 4,000 hours and 100 supervision hours. Ms. Mann was informed by email of the requirements for issuance of license as an LCSW, which requires at least 24-full months of supervision. Both staff members are aware of the supervision rules and requirements and would not tell anyone they may finish early or not meet the requirements. It is not unusual for staff to let someone know they may start the application process up to 2 months before completing the supervision. Betty Guhman made a motion to deny Ms. Mann's request to consider her evaluation as completed supervision to qualify for LCSW licensure. Ms. Guhman suggested sending another letter informing Ms. Mann of the requirement by the Board's Law's and Rules. Tammy Vaughn, LMSW, seconded the motion, which carried. Ms. Mann will be required to obtain the additional two months of supervision.

Review Request from a Director of Social Work Services:

A Director of Social Work Services for an agency had written the Board regarding a LSW supervising other levels of social workers within an agency. From the email, it appears there is an LCSW serving as Clinical Director who can provide clinical supervision. The Board agreed this was fine.

Review Supervision Documentation Question from LCSW Applicant:

Angie Watson-Griffin, LMSW, and an applicant for LCSW had written the Board requesting further investigation of the Board's policy on supervision. She recently became an LCSW in another state and is seeking a job opportunity in Arkansas. She does not qualify for endorsement since she just became a LCSW in 2021. The other state is only able to verify 3,840 hours of supervised experience and 96 individual supervision hours. She has been

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informed of the 4,000 hours of supervised practice and 100 hours of supervision that is required for LCSW licensure in Arkansas. Betty Guhman made a motion to deny further investigation of the Board's Rules and require the applicant to obtain the required hours before her application will be considered. Kirstin Agar, LCSW, seconded the motion, which carried.

Update on ASWB Delegate Assembly:

Elizabeth Crone, LCSW, attended the Association of Social Work Boards (ASWB) Delegate Assembly as the Arkansas delegate. She gave the Board a report from the meeting.

Review of Standing Financial Reports:

Tammy Vaughn, LMSW, reviewed and approved the Warrant Detail Report, Revenue Reconciliation Report, ASWB Exam Candidate Log, Leave Report, Refund Report and Trial Balance Reports. These reports were from November 2021. Susan Reasoner, LCSW, made a motion to accept the reports as presented. Vorandol Stinyard seconded the motion, which carried.

Action Taken on Applications:

Tammy Vaughn, LMSW, made a motion to approve the action taken on the applications for licensure.

LSW Applications:

Provisionally Licensed and Approved to Take the Exam:

Adison Wolf

Approved to take the Exam:

None

Approved for Licensure through Reciprocity:

None

Denied or Withdrawn Applications:

None

LMSW Applications:

Provisionally Licensed and Approved to take Examination:

Savannah Geiger
Tyler Limore

Sherree Hollingsworth
Sara Jane Mainer

Clayton Johnson
Chappell Leigh Mosby

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Jazim Rendon
Winda

Keeaundra Richardson

Jasmine

Approved to take the Exam:

Melissa Gregory

Approved for Licensure through Reciprocity:

Michelle Gulley
Karen Shaffer

Kelli Holloway

Victoria Kent

Denied or Withdrawn Applications:

None

LCSW Applications:

Approved to take Examination:

Rhonda Bohanon
Robbin Cochran
Tanita Jones
Adrienne Robbins

Casandra Bolan
Carmen Coody
Christopher Lankford
Allison Schulz

Monica Ida Brown
LaNissa Gilmore
Chasity Edwards Rhodes
Robert Yerton

Approved for Licensure through Reciprocity:

Margaret Banks
Mandy Browning
Ayika Foster
Kristyn Neidermeyer

Gabriella Benoit
Catherine Anne Cox
Pamela Geraghty

Morgan Brewer
Vanessa Dunham
Tammy Kaempfe

Denied or Withdrawn Applications:

None

Shani Patterson, LSW, seconded the motion on applications, which carried.

Action Taken on Renewal Applications:

The Board reviewed 143 applications for license renewal. Susan Reasoner, LCSW, made a motion to approve all 143 of the renewals. Tammy Vaughn, LMSW, seconded the motion, which carried.

Action Taken on Continuing Education Audits:

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The Board reviewed 13 random continuing education audits. Susan Reasoner, LCSW, made a motion to approve 11 of the audits. Vorandol Stinyard seconded the motion, which carried.

One (1) audit was pending postage receipt by the mail from last month. The mail never arrived and request for the social worker to email or fax the documentation was not received until after the November meeting. Dr. Raymond Molden made motion to deny the audit. There was not a second, so the motion failed. Betty Guhman made a motion to send a Letter of Caution to the social worker. Susan Reasoner, LCSW, seconded the motion which carried. Eizabeth Crone, LCSW, opposed.

One (1) audit was missing documentation of three (3) courses listed for a total of seven (7) hours out of the 30 hours listed for renewal. She had submitted additional hours to replace the missing certificates but was still short 2.5 hours to qualify for the 30 hours required to renew her license. Tammy Vaughn, LMSW, made a motion to offer the social worker a Letter of Reprimand that would also require her to obtain 2.5 hours of social work continuing education within 30-days. Dr. Raymond Molden seconded the motion, which carried.

Action Taken on Supervision Plan Reviews:

The Board reviewed 28 supervision plans. Vorandol Stinyard made a motion to show 25 of the supervision plans reviewed. Tammy Vaughn, LMSW, seconded the motion, which carried. Three (3) of the Supervision Plans reviewed required clarification.

Action Taken on Certification of Registration Renewals:

The Board reviewed two (2) Certificate of Registration Renewals. Dr. Raymond Molden made a motion to approve all Two (2) Certificates of Registration Renewals. Tammy Vaughn, LMSW, seconded the motion, which carried.

OTHER BUSINESS:

There being no other business, Vorandol Stinyard made a motion to adjourn. Tammy Vaughn, LMSW, seconded the motion, which carried.



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Governor Asa Hutchinson
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January 10, 2022
(For December 2021)
Standing Agenda Items

REPORT NAME

REVIEWED FOR APPROVAL BY:

1. Warrant Detail List

Sammy S. Vaughn

2. Revenue Reconciliation Report

Sammy S. Vaughn

3. ASWB Exam Submissions

Sammy S. Vaughn

4. Leave Report

Sammy S. Vaughn

5. Trial Balance Report

Sammy S. Vaughn

6. Refund Report

no refunds Ruthie Bain

Motion: Asa Romero

Second: VR Stinyard

Board Chair: T. Charlton, MSW

Date: January 10, 2022