



Arkansas Department of Health

Social Work Licensing Board

5800 West 10th, Suite 100, Little Rock, AR 72204 * (501) 372-5071 * Fax (501) 372-6301

Mailing Address: P. O. Box 251965, Little Rock, AR 72225

swlb@arkansas.gov * <http://www.arkansas.gov/swlb/>

Governor Asa Hutchison

José Romero, MD, Secretary of Health

Ruthie Bain, Director

BOARD MEETING MINUTES

January 10, 2022

CALL TO ORDER, READING OF THE MISSION STATEMENT

The Social Work Licensing Board met Monday, January 10, 2022, 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
Vorandol Stinyard, Senior Representative
Susan Reasoner, LCSW
Betty Guhman, Public Representative
Shani Patterson, LSW

Board Members Absent: Dr. Raymond Molden, Psychiatrist
Kristin Agar, LCSW

Board's Attorney: Lacie Kirchner

Board's Staff: Ruthie Bain, Director

APPROVAL OF MINUTES:

Minutes from the December 13, 2021, Board meeting were reviewed. Betty Guhman made a motion to approve the minutes as presented. Tammy Vaughn, LMSW, seconded the motion, which carried.

COMPLAINT COMMITTEE REPORT:

The Board Director reported on the following complaints:

The Board had offered a Letter of Reprimand to Sharl Ann Gower, LCSW. Ms. Gower failed to comply with an audit of her Social Work Continuing Education by not submitting certificates of attendance for all the hours listed on her renewal summary sheet. Ms. Gower signed the Letter of Reprimand. Tammy Vaughn, LMSW, made a motion to accept the signed Letter of Reprimand which will be considered disciplinary action and reported to the National Practitioners Data Bank. Vorandol Stinyard seconded the motion, which carried.

The Board had offered a Letter of Caution to Brittany Danielle Conine, LCSW. Ms. Conine failed to submit her certificates of attendance for Social Work Continuing Education in a timely manner. Ms. Conine signed the Letter of Caution, which will not be considered disciplinary action or reported to the National Practitioners Data Bank. Susan Reasoner, LCSW, made a motion to accept the signed Letter of Caution. Shani Patterson, LSW, seconded the motion, which carried.

The Board received a complaint against an individual who is not licensed as a social worker in the state of Arkansas. Shani Patterson, LSW, made a motion to dismiss the complaint. Susan Reasoner, LCSW, seconded the motion, which carried.

NEW BUSINESS:

Review Waiver Requests:

The Board had no requests for a waiver.

Board Vote on Reimbursement of Board Expenses:

In accordance with A.C.A. 25-16-901, the Board approved a motion to authorize the reimbursement of expenses for each board member for performing official board duties. The rate of reimbursement shall not exceed the rate established for state employees by state travel regulations. The request also includes approval of expenses for the Board's Chairman and Executive Director to be representatives at the ASWB 2022 Annual Spring Education Meeting, ASWB 2022 Fall Delegate Meeting, and if funds allow, the FARB Forum in January of 2023. The Board also approves to pay expenses incurred that are above the government rate for lodging at the Associational and FARB meetings. All expenses must be approved according to the Arkansas Department of Health prior to travel. Tammy Vaughn, LMSW, made a motion to approve. Betty Guhman seconded the motion, which carried.

Board Vote to Pay Stipend Payments to Eligible Board Members:

Act 281 of 2009 allows eligible Board members to receive stipend payments. Betty Guhman made a motion to grant payment of stipends in the amount of \$85 to board members in accordance with the law and the budget. Tammy Vaughn, LMSW, seconded the motion, which carried.

Board Elected Officers:

Tammy Charlton, LMSW, was voted to remain the Chair of the Board. Vorandol Stinyard made a motion to keep the current Vice-Chair and Secretary in the same position. Susan Reasoner, LCSW, seconded the motion, which carried.

Board Members Sign Code of Ethics:

Board Members signed the 2022 Code of Ethics for Board Members. Copies will be maintained in the Board's office.

Board Members Reminded to Complete Mandatory Statement of Financial Interest:

Board Members were reminded they are required to complete and file the Statement of Financial Interest by January 31, 2022.

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 December 2021. Susan Reasoner, LCSW, made a motion to accept the reports as presented. Vorandol Stinyard seconded the motion, which carried.

Action Taken on Applications:

Betty Guhman made a motion to approve the action taken on the applications for licensure.

LSW Applications:

Provisionally Licensed and Approved to Take the Exam:

Hannah Basinger

Caitlyn Ratton

Melinda Williams

Approved to take the Exam:

None

Approved for Licensure through Reciprocity:

None

Denied or Withdrawn Applications:

Monica R Cabral

LMSW Applications:

Provisionally Licensed and Approved to take Examination:

Hannah Barnes

Faith Bedwell

Kendral Hill

Kristina Lee Johnson

Carolyn Sue Kirk

Danny Ray Kirk

Tina Mills

Heather Rose Offutt

Michala Shrable

Michael Smith

Approved to take the Exam:

None

Approved for Licensure through Reciprocity:

Alexandria Jones

LaKetia Jones

Hannah Neely

Pamela Wright

Denied or Withdrawn Applications:

None

LCSW Applications:

Approved to take Examination:

Brittany Cox	Mary Davison	Mitzi Griffin
Anna Knight	Megan Launius	Haylee Jo Meagher
Antoinette Preyor-Johnson	Andrea Ross	Jenni Shaw
Tammy Smart	Ann Michelle Treat	

Approved for Licensure through Reciprocity:

Shelia Love Camp	Amber Daniel	Angie Griffin
Linda Kiraly	Jaime Krone	Sherrill Lynn Reynolds
Amanda Young		

Denied or Withdrawn Applications:

None

Tammy Vaughn, LMSW, seconded the motion on applications, which carried.

Action Taken on Renewal Applications:

The Board reviewed 115 applications for license renewal. Vorandol Stinyard made a motion to approve 114 of the renewals. Susan Reasoner, LCSW, seconded the motion, which carried. One renewal is pending clarification.

Action Taken on Continuing Education Audits:

The Board reviewed 13 random continuing education audits. Vorandol Stinyard made a motion to approve all 13 of the audits. Betty Guhman seconded the motion, which carried.

Action Taken on Supervision Plan Reviews and Late Supervision Evaluation Submissions:

The Board reviewed 30 supervision plans. Tammy Vaughn, LMSW, made a motion to show 27 of the supervision plans reviewed. Vorandol Stinyard seconded the motion, which carried. Three (3) of the Supervision Plans reviewed required clarification.

The Board reviewed one social worker Supervision Evaluation Forms that were turned in late by one to two years. The Board made note that this needs to be addressed in the Rules and we will soon form a committee to work on Supervision Rules.

Action Taken on Certification of Registration Renewals:

Board Chair Initials TC

The Board reviewed two (2) Certificate of Registration Renewals. Tammy Vaughn, LMSW, made a motion to approve all two (2) Certificates of Registration Renewals. Shani Patterson, LSW, seconded the motion, which carried.

OTHER BUSINESS:

With the numbers of Covid cases rising, the Board reviewed possible meeting formats for the future Board meetings and temporary procedures for approvals. If cases continue to rise it is very likely the next few meetings will likely be conducted by Zoom. The staff prepares numerous documents that the Board Members review and sign off on for approval each month. After much discussion, Elizabeth Crone, LCSW, made a motion to allow for temporary electronic signatures on the wall certificates issued to new licensees. Shani Patterson, LSW, seconded the motion, which carried. Tammy Charlton, LMSW, made a motion to allow staff to temporarily preapprove the paperwork, with the exception of the Supervision Plans. Supervision Plans will be reviewed prior to the meeting by a Board Member and staff member. Betty Guhman seconded the motion, which carried. This allows for Board Members to meet by Zoom and approve paperwork that has been reviewed without having to meet in person or come into the office to sign paperwork.

There being no other business, Vorandol Stinyard made a motion to adjourn. Betty Guhman seconded the motion, which carried.