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JANET NAPOLITANO
Governor

GAIL CHASE
Board Chair

DEBRA RINAUDO
Executive Director

SOCIAL WORK CREDENTIALING COMMITTEE MEETING MINUTES
Friday, February 13, 2004

Members Present: Roberta Gastineau, Teresa Menchaca, Laura Masters
Members Absent: Cedric Davis, Traci Sawyer-Sinkbeil
Staff Present: Debra Rinaudo, Marc Harris, A.A.G., Kami Thur, Diane Williams, Mary Wilson
Public Present: Shoshana Green-Jacobson, Cathy Drucker, Deborah Suter Downs, Cindy Tatum-Shipley, Marina Chabolla, Patti Bonnay, Holly Giezsl
Public by telephone:

1. **Call to Order**

The meeting was called to order on February 13, 2004, at 9: 05 a.m. with Ms. Gastineau presiding.

2. **Roll Call**

See above.

3. **Review and Approval of Minutes**

Ms. Masters moved, seconded by Ms. Menchaca, to approve the general meeting minutes from January 30, 2004. The motion passed unanimously.

4. **Review, consideration and action of complaints and other disciplinary matters**

A. *2003-0073, Deborah Suter Downs, SW-0055M*

Ms. Rinaudo summarized the facts of the case and reminded members that this matter was continued from a previous meeting because the members present at that meeting could not agree on appropriate sanctions. Ms. Rinaudo reviewed the agency's numerous attempted communications the professional did not respond to.

Ms. Suter-Downs appeared in person and addressed the committee.

Following review and discussion, Ms. Gastineau moved, seconded by Ms. Menchaca, to recommend to the Board to find a violation of A.R.S. §32-3251(10)(b), the use of fraud or deceit in establishing qualifications, based on the professional's admission that she attested on her renewal application to having obtained continuing education hours that she did not, in fact, obtain. The motion passed unanimously.

Ms. Gastineau moved, seconded by Ms. Masters, to recommend to the Board to offer a consent agreement that stipulates the following:

- Renewal will be approved when the professional submits proof of completion of required continuing education (within 6 months of the effective date of the Board order);
- Certificate will then be placed on probation until all stipulations have been met;
- Completion of 6-clock hour ethics seminar within a year of the certificate being renewed;
- If and when the professional wants to return to active practice, she must obtain monthly supervision by a CISW pre-approved by the Committee Chair or designee;
- Quarterly supervision reports to Committee Chair;
- Supervision will focus on ethics and professional networking to stay current in the field;
- All costs will be borne by the professional.

The motion passed unanimously.

5. Report from the Chair and items for review, consideration, and possible action

No report

6. Report from the Executive Director and/or staff

A. General Agency Operations

Agency resources are being concentrated on the timely processing of certification applications.

B. Development of licensure rules

The Rules Subcommittee has been meeting to make changes and corrections to the draft rules. There is a notice on the website regarding the public comment period on the rules package. Public comment meetings will be held in Phoenix, Tucson and Flagstaff between February 15, 2004, and April 15, 2004. The goal is final Board adoption of the rules in June 2004.

C. Licensure update

Ms. Rinaudo reported that there are bills pending in the legislature that could affect licensure. Ms. Rinaudo reviewed HB2624.

D. Appointment of delegate to ASWB Education Meeting

Ms. Menchaca will attend the meeting.

7. Report from the Board and other committees

A. Board

No report.

8. National and regional trends and news regarding the profession(s)

None

9. Review, consideration and action of supervision/work experience and/or exemptions

A. Lynn Liebling

Ms. Masters moved, seconded by Ms. Menchaca, to grant an exemption for all of the hours provided by Ms. Hayward. The motion passed unanimously. Dr. Davis was not present for the vote.

B. Colleen Honch

Ms. Gastineau moved, seconded by Ms. Masters, to grant an exemption for all of the hours provided by Ms. Rinehart. The motion passed unanimously.

10. Review, consideration and action regarding renewals

A. Soshana Green-Jacobson, SW-0694I

Ms. Thur summarized the facts of the renewal and the results of her investigation. Ms. Green-Jacobson appeared in person and addressed the committee.

Ms. Gastineau moved, seconded by Ms. Masters, to open a complaint based upon the professional's "yes" answers to background questions (g) and (h) on her renewal application. The motion passed unanimously.

Ms. Gastineau moved, seconded by Ms. Masters, that the alleged violation does not rise to the level of revocation and to authorize the renewal. The motion passed unanimously.

Ms. Gastineau moved, seconded by Ms. Masters, to recommend to the Board to find a violation of A.R.S. §32-3251(10)(i), any conduct or practice that is contrary to recognized standards of ethics, as referenced in the NASW Code of Ethics 4.05(b). The motion passed unanimously.

Ms. Masters moved, seconded by Ms. Menchaca, to recommend to the Board to offer a consent agreement that stipulates the following:

- Certificate on probation for one year;
- Therapy for one-year with current clinician;
- Therapy will be twice a month;
- Supervision for one year with a pre-approved CISW;

- Monthly meetings with supervisor;
- Quarterly supervision reports to the chair;
- Supervision will focus on ethics, counter-transference, anxiety reduction techniques, defense mechanisms and chart review;
- Practice restriction prohibiting working with clients that have obsessive/compulsive disorders;
- Professional will transition all clients with obsessive/compulsive disorders within 40 days;
- Supervisor and therapist will consult in 6 months and provide a recommendation to the committee regarding whether the professional can safely resume treating individuals with these disorders;
- Professional will inform all clients that she is under clinical supervision and obtain appropriate releases of information for the supervisor's file review;
- All costs will be borne by the professional.

The motion passed unanimously.

11. Review, consideration and action of consent agenda for applications for inactive, extension and exam extension requests

Ms. Masters moved, seconded by Ms. Menchaca, to approve the consent agenda as reviewed by Ms. Gastineau granting a 60-day deficiency extension to Sheila Moore and exam extensions to Jenifer Seagle, Aubrie Gordon and Katherine Ohler-Romines. The motion passed unanimously.

12. Review, consideration and action regarding exam accommodations

None

13. Review, consideration and action regarding applications for certification

A. Catherine Braman, independent contractor

Ms. Rinaudo summarized the professional's work experience as an independent contractor and reviewed letters from her three clinical supervisors. Ms. Rinaudo indicated that the professional did not have a written contract with Commonwealth Adoptions, International.

The professional was noticed, but did not appear.

Committee members reviewed the Board's substantive policy statement governing independent contractors and agreed that the work experience submitted does not comply with the Board's work experience and clinical supervision requirements.

Ms. Gastineau moved, seconded by Ms. Masters, to deny the application. The motion passed unanimously.

B. Cathy Drucker, independent contractor

Ms. Rinaudo summarized the professional's work experience as an independent contractor for Tatum & Associates.

Ms. Drucker and her supervisor, Ms. Tatum-Shiple, appeared in person and addressed the committee.

Committee members reviewed the Board's substantive policy statement governing independent contractors and accepted the professional's work experience as meeting the Board's supervised work experience and clinical supervision requirements.

C. Patricia Bonnay, appeal of June 6, 2003, denial

Ms. Rinaudo summarized the Committee's previous two denials of the professional's CISW application. The professional and her attorney, Ms. Gieszl, appeared in person and addressed the Committee.

Ms. Rinaudo reviewed the Committee's previous acceptance of sixteen months of work experience the professional obtained at Cummings & Associates. Pursuant to A.A.C. R4-6-404(A), an applicant must obtain 50 hours of professional supervision during each year of supervised work experience. The Committee previously accepted 17.5 hours of professional supervision during the professional's sixteen months at Cummings & Associates.

Ms. Masters moved, seconded by Ms. Menchaca, to deny this appeal based on the findings made at the January meeting and the fact that no new information was provided. The motion passed unanimously.

Ms. Masters moved, seconded by Ms. Menchaca, to disallow her 16 months of work experience at Cummings & Associates because she did not obtain at least 50 hours of professional supervision during this time period, as required pursuant to A.A.C. R4-6-404(A). The motion passed unanimously.

Ms. Gieszl objected to the Committee's modification to disallow work experience previously accepted by the Committee, arguing that the professional was not given adequate notice that the Committee intended to review its previous decision to accept the work experience obtained at Cummings & Associates. Ms. Rinaudo stated that she had notified Ms. Gieszl on several occasions by telephone that the Committee's previous decision to accept this work experience appeared to be inconsistent with R4-6-404(A) and that staff would be reviewing the matter with the Committee during any appeal reviews requested by the professional.

Ms. Menchaca stated that the committee could table further consideration of this appeal to allow the Committee to consult with Mr. Harris. Ms. Rinaudo stated that she had reviewed this matter on at least two occasions with Mr. Harris. Ms. Rinaudo indicated that the professional has the right to request a formal hearing on the denial of her application. She also indicated that she would review Ms. Gieszl's concerns with Mr. Harris. If Mr. Harris deemed it necessary, the professional's appeal would be scheduled for an additional review before the Committee.

D. Mark Walker

Ms. Rinaudo summarized the history of the professional's responses to requests for an explanation of the circumstances of the criminal conviction he identified in his application.

Following discussion, members agreed that no further information from the professional is necessary regarding this matter.

The committee took a break from 11:30 a.m. – 12:45 p.m. to review files.

Ms. Gastineau moved, seconded by Ms. Masters, to recommend Violet Ojeda to the Board for certification as a Certified Baccalaureate Social Worker after passing the required exam. The motion passed unanimously.

Ms. Gastineau moved, seconded by Ms. Masters, to recommend the following twelve applicants to the Board for certification as Certified Master Social Workers after passing the required exam:

Angelica Tovar-Huffman	Mary Schaefer	Mary Sanford	Carol Archer
Abiana Irwin	Lisa Daniels	Charlotte Steenson	Caley Nelson
Tracey Taylor	Daniel Parke	GeorgeAnn Hendricks	Joy Surbin

The motion passed unanimously.

Ms. Gastineau moved, seconded by Ms. Masters, to recommend the following sixteen applicants to the Board for certification as Certified Independent Social Workers after passing the required exam:

Louise Shapiro	Debra Hunt	Mark Walker	Daniel Morgan
Lynn Leibling	James Dykstra	Margaret Lothian	Cathy Drucker
Mary Acridge	Consuelo Hidalgo	Tonya Thompson	Jenell Jarnigan
Colleen Honch	Marina Chabolla	Lakshmi Nolletti	Linda Donofrio

The motion passed unanimously.

Ms. Gastineau moved, seconded by Ms. Masters, to recommend Ruthie Garrett to the Board for certification as a Certified Baccalaureate Social Worker. The motion passed unanimously.

Ms. Masters moved, seconded by Ms. Menchaca, to recommend Garnette Elliot, Robert Washington, Jill Harris and Bret Stewart to the Board for certification as Certified Master Social Workers. The motion passed unanimously.

Ms. Gastineau moved, seconded by Ms. Masters, to recommend the following nineteen applicants to the Board for certification as Certified Independent Social Workers:

Mary Bliss
Kim Zukowski
Mary Horton
Ray Castaneda
Karie Peel

Esther Pineda
Doris K. Logan
Patricia Bass
Linda Bejnar
Denise Grenier

David Kohl
Susan Larkin
Marilyn Sexton
Sandra Wilely
Molly Wright

Marcia Albert
Patricia Dorgan
Toni Ruiz
Bessie Tso

The motion passed unanimously.

14. Future agenda items

None

15. Call for public comment

None

16. Establishment of future meeting date(s)

The next meeting is scheduled for March 12, 2004, at 9:00 a.m. in room B-2.

17. Adjournment

Ms. Gastineau moved, seconded by Ms. Masters, to adjourn. The motion passed unanimously and the meeting was adjourned at 1:15 p.m.

Cedric Davis
Secretary/Treasurer

Date