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JANET NAPOLITANO
Governor

GAIL CHASE
Board Chair

DEBRA RINAUDO
Executive Director

SOCIAL WORK CREDENTIALING COMMITTEE MEETING MINUTES
Friday, January 30, 2004

Members Present: Roberta Gastineau, Cedric Davis, Teresa Menchaca, Traci Sawyer-Sinkbeil, Laura Masters
Staff Present: Debra Rinaudo, Marc Harris, A.A.G., Kami Thur, Diane Williams, Mary Wilson
Public Present: Patricia Bonnay, Holly Gieszl, Deborah Suter-Downs, Steve Vorieth, Tracy Morris,
Public by telephone: Charles Farrell

1. Call to Order

The meeting was called to order on January 30, 2004, at 9:06 a.m. with Ms. Gastineau presiding.

2. Roll Call

See above.

3. Review and Approval of Minutes

Ms. Sawyer-Sinkbeil moved, seconded by Dr. Davis, to approve the general meeting minutes from December 12, 2003. The motion passed unanimously.

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

A. *2003-0027, Patricia Bonnay, SW-10313M*

Ms. Sawyer-Sinkbeil disclosed that she is employed by the Arizona Board for Charter Schools, that The Learning Institute and Insights are charter schools regulated by her Board, but that she has no personal knowledge regarding these schools or the applicant.

Ms. Rinaudo summarized the facts of the complaint and the results of her investigation.

Ms. Bonnay and her attorney, Ms. Gieszl, appeared in person and addressed the committee. Both addressed the committee regarding concerns reviewed in Ms. Rinaudo's investigative summary.

Members discussed Ms. Bonnay's responsibility for violations of professional standards where her clinical supervisor failed to identify these violations. Ms. Gieszl indicated that Ms. Bonnay accepts responsibility for her admitted mistakes, but noted that she would not have made these mistakes if appropriate supervision had been provided.

Ms. Sawyer-Sinkbeil moved, seconded by Dr. Davis, to go into Executive Session for the purpose of receiving legal advice pursuant to A.R.S. §38-431.03(A)(3). The motion passed unanimously and the committee went into executive session at 10:47 a.m., reconvening its public meeting at 11:07 a.m.

Following review and discussion by committee members, Ms. Masters moved, seconded by Ms. Sawyer-Sinkbeil, to find a violation of A.R.S. §32-3251(10)(j), any conduct or practice that impairs the ability of the behavioral health professional to safely and competently practice that profession, based on the professional's failure to maintain accurate records, including signed consents for treatment and complete billing records. The motion passed unanimously.

Ms. Menchaca moved, seconded by Dr. Davis, to find a violation of A.R.S. §32-3251(10)(e), betraying a professional confidence, based on the professional's disclosure of confidential client records to her clinical supervisor without written authorization to do so by those clients. The motion passed unanimously.

Ms. Sawyer-Sinkbeil moved, seconded by Ms. Menchaca, to find a violation of A.R.S. §32-3251(10)(l), violation of any provision of this chapter as it relates to A.A.C. R4-6-405, independent practice prohibition, based on the professional maintaining her own private practice while certified as a Certified Master Social Worker. The motion passed unanimously.

Dr. Davis moved, seconded by Ms. Masters, to find a violation of A.R.S. §32-3251(10)(f), making use of a statement intending to mislead the public, based on the professional's letter to the Maricopa Foundation containing inaccurate and misleading statements regarding Insights personnel. The motion carried with Ms. Menchaca opposed.

Ms. Masters moved, seconded by Dr. Davis, to find a violation of A.R.S. §32-3251(10)(j), any conduct or practice that impairs the ability of the certified behavioral health professional to safely and competently practice that profession, based on the professional's duplication and maintenance of client files belonging to Cummings and Associates. The motion carried with Ms. Menchaca and Ms. Sinkbeil opposed.

Following discussion regarding the findings, Ms. Masters moved, seconded by Dr. Davis, to recommend to the Board to offer a consent agreement that stipulates the following:

- Certificate placed on probation for one year;
- Complete 6 clock hour training in recordkeeping related to HIPPA;
- Complete 6 clock hour course in billing;
- Courses will be pre-approved by the Chair;
- Courses are in addition to required continuing education for renewal of certification;
- Supervision for one year;
- The professional will meet with the supervisor twice monthly;
- Supervisor will be pre-approved by the Chair;
- Focus of supervision will be assessment, confidentiality and documentation issues;
- Supervisor will submit a supervision plan and quarterly reports to the Chair;
- Supervision can be used for a CISW application in the future if acquired during acceptable work experience;
- \$500 civil penalty to be paid within 3 months of the effective date of the Board order;
- All costs will be borne by the professional.

The motion passed unanimously.

B. 2003-0073, Deborah Suter-Downs, SW-0055M

Dr. Davis moved, seconded by Ms. Masters, to continue this matter. The motion passed unanimously.

C. 2003-0074, Charles Farrell, SW-06271

Ms. Rinaudo summarized the facts of the complaint and the results of the investigation. Ms. Rinaudo reported that Mr. Farrell admitted that he fabricated continuing education activities reported on his renewal application. Mr. Farrell addressed the committee telephonically.

Mr. Harris reminded the committee that this was continued because committee members present last month could not agree on appropriate sanctions. All committee members are present today.

Following review and discussion by committee members, Dr. Davis moved, seconded by Ms. Masters, 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 submission of deceptive information regarding continuing education and to offer a consent agreement that stipulates the following:

- Certificate placed on probation for one year;
- Complete 6 clock hour ethics seminar;
- Seminar is in addition to required continuing education for renewal of certification;
- One year supervision;
- Supervisor will be pre-approved by the Chair;
- The professional will meet with the supervisor twice monthly;

- Supervisor will submit a supervision plan and quarterly reports to the Chair;
- Supervision will focus on ethics and professional networking to stay current in the field;
- The professional will submit proof of completion of continuing education needed to complete deficiencies from his last renewal application within 60 days of the effective date of the Board order;
- All costs will be borne by the professional.

The motion passed unanimously.

D. *2003-0035, Michael Robinson, SW-10129I*

Ms. Gastineau recused herself from all matters involving Mr. Robinson.

Mr. Harris summarized the facts of the case and reviewed the committee's options.

Following review and discussion by committee members, Dr. Davis moved, seconded by Ms. Sawyer-Sinkbeil, to authorize staff to notify Mr. Robinson that the agency will go forward with the investigation of the complaint and that he is welcome to address his concerns with the process directly with the Board. The motion passed unanimously.

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

A. Election of Secretary-Treasurer

Dr. Davis moved Ms. Gastineau, seconded by Ms. Sawyer-Sinkbeil, to re-elect Ms. Gastineau as Chair. The motion passed unanimously.

Ms. Gastineau moved, seconded by Ms. Masters, to re-elect Dr. Davis as Secretary. The motion passed unanimously.

B. Selection of professional committee member for appointment to the Board

Ms. Rinaudo will notify the Governor's office of Board appointments that both Ms. Masters and Ms. Menchaca are willing to serve on the Board as the professional representative for the committee.

C. ASWB Board member training opportunity

Ms. Rinaudo reported that the ASWB Board member training opportunity is available. Ms. Menchaca and Ms. Masters will notify Ms. Rinaudo regarding the meetings they would be available to attend.

6. Report from the Executive Director and/or staff

A. General Agency Operations

The Board continues to receive extraordinary numbers of applications. Continued processing of applications in a timely manner remains the agency's highest priority.

B. Development of licensure rules

The Rules Subcommittee has continued its review of the draft licensure 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 and April 15, 2004. Comments will be reviewed and considered before final adoption of the rules.

C. Licensure update

Ms. Rinaudo reported regarding legislative proposals to modify licensure requirements.

7. Report from the Board and other committees

A. Board

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. Theresa Leon

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

B. Doris Logan

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

C. Manuel Medina

Ms. Menchaca recused herself from all matters involving Manuel Medina.

Ms. Gastineau moved, seconded by Ms. Sawyer-Sinkbeil, to grant an exemption for all of the hours provided by Ricardo Jasso. The motion passed unanimously.

D. Dawn Vucetich

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

10. Review, consideration and action regarding renewals

None

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

Ms. Sawyer-Sinkbeil moved, seconded by Ms. Masters, to approve the consent agenda as reviewed by Ms. Gastineau granting 60-day deficiency extensions to Lynn Liebling and Mary Sanford, a second 60-day extension to Rivers Carpenter and exam extensions to Jane St. Pierre and Lisa Mutter. The motion passed unanimously.

12. Review, consideration and action regarding exam accommodations

None

13. Review, consideration and action regarding applications for certification

Dr. Davis moved, seconded by Ms. Sawyer-Sinkbeil, to recommend Jennifer Kemp and Ruthie Garrett to the Board for certification as Certified Baccalaureate Social Workers after passing the required exam. The motion passed unanimously.

Ms. Sawyer-Sinkbeil moved, seconded by Dr. Davis, to recommend the following twenty-four applicants to the Board for certification as Certified Master Social Workers after passing the required exam:

Kathleen Price	Roxanne Thomas	Lisa Wooten	Erin Sitzmann
Kristen Bayne	Anne O'Hara	Jennifer Sapp	Jody Dean
David Jacobson	Kimberlee Bullock	Todd Delevan	Michelle Eaglehawk
Bessie Tso	Christine Beighton	Emily Luechtenfeld	Nancy Nolin
Mari Vitale	Lois Sanchez	Penita Pratcher	Cheryl Russell
Joyce Mann	Maureen LeGeune	Elizabeth Powers-Tolman	Steven Vorseth

The motion passed unanimously.

Dr. Davis moved, seconded by Ms. Sawyer-Sinkbeil, to recommend the following twenty-four applicants to the Board for certification as Certified Independent Social Workers after passing the required exam:

Susan Waters	Michelle Cooper	Marcia Albert	Dawn Vucetich
Susan Larkin	Marilyn Sexton	Patricia Dorgan	Linda Bejnar
Lynn Pacheco	Stephanie Nix	Toni Ruiz	Melissa Davis
Beverly Ritland	James Williams	Molly Wright	Doris Logan
Karen Miller	Denise Grenier	Tracy Morris	David Kohl
Esther Pineda	Patricia Bass	Sandra Wiley	Manuel Medina

The motion passed unanimously.

Dr. Davis moved, seconded by Ms. Masters, to recommend Julie Gell, Robin Opp and Rosita Lora to the Board for certification as Certified Master Social Workers. The motion passed unanimously.

Ms. Sawyer-Sinkbeil moved, seconded by Dr. Davis, to recommend the following twenty-two applicants to the Board for certification as Certified Independent Social Workers:

Georgina Bejarano	Michael Eyer	Maria Lopez	Thersa Leon
Lynnette Himmelberger	Jane Wenk	Carol Kopsco	Carey Creps
Douglas Mitchell	Terri Vasquez	Sandra Filipponi-Lee	Shirin Maneshni
Catherine Brumemt Peterson	Elizabeth Short	Jack Silver	Mary Sutter
Efrain Carrillo	Helen McCallum	Janet Sperry	Shari Erickson-Young
Edmundo Preciado	Colleen Kolski		

The motion passed unanimously.

Dr. Davis moved, seconded by Ms. Sawyer-Sinkbeil, to deny Kim McDonald for uncorrectable deficiencies.
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 February 13, 2004, at 9:00 a.m. in room B-2.

17. Adjournment

Ms. Gastineau moved, seconded by Ms. Sawyer-Sinkbeil, to adjourn. The motion passed unanimously and the meeting was adjourned at 2:15 p.m.

Cedric Davis
Secretary/Treasurer

Date