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JANET NAPOLITANO
Governor

KATHLEEN PHILLIPS
Board Chair

DEBRA RINAUDO
Executive Director

SOCIAL WORK CREDENTIALING COMMITTEE MEETING MINUTES
Friday, March 11, 2005

Members Present: Cedric Davis, John Gutierrez, Teresa Menchaca
Members Absent: Traci Sawyer-Sinkbeil
Staff Present: Debra Rinaudo, Marc Harris, Becky Edstrom, Mary Wilson
Public Present: Heather Watkinson, Teresa Sanzio, Michelle Skunce, Stephen Myers, Michael Caputa, Donna Caputa, Weingert Leal, Julie Holmes, Marina Hodjimanoli, Tracy Mills, Jackie Relyea
Public by telephone: *CP, Josefina Ahumada

1. **Call to Order**

The meeting was called to order on March 11, 2005, at 9:02 a.m. with Dr. Davis presiding.

2. **Roll Call**

See above.

3. **Review and Approval of Minutes**

Mr. Gutierrez moved, seconded by Ms. Menchaca, to approve the general meeting minutes from February 11, 2005, as submitted. The motion passed unanimously.

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

A. *2004-0036, Heather Watkinson, LCSW-4113*

Dr. Davis reviewed the rules of procedure for conducting informal meetings.

Ms. Rinaudo summarized the facts of the Board's investigation. Ms. Watkinson and her attorney, Teresa Sanzio, appeared in person and addressed the committee. The complainant addressed the committee telephonically.

Following review and discussion by members, Dr. Davis moved, seconded by Ms. Menchaca, to recommend to the Board to find a violation of A.R.S. §32-3251(10)(j), any conduct, practice or condition that impairs the ability of the certified behavioral health professional to safely and competently practice that profession, based on the professional's admitted inability to maintain appropriate boundaries, failure to document client contacts and failure to communicate with members of the clinical team regarding treatment of the client. The motion passed unanimously.

Following further discussion, Mr. Gutierrez moved, seconded by Ms. Menchaca, to recommend to the Board to offer a consent agreement that stipulates:

- Six months probation
- Weekly clinical supervision
- Clinical supervisor will be pre-approved. The professional's current clinical supervisor will not be accepted.
- Clinical supervisor will be an LCSW
- Supervision will focus on boundary and documentation issues
- Supervisor will file quarterly reports with the Board

**Complainants are identified by initials only*

- Ms. Stone will file quarterly reports with the Board regarding the professional's on-going therapy
- The professional's on-site supervisor will focus on continuing documentation issues and collaboration with the treatment team
- The professional's on-site supervisor will file quarterly reports with the Board
- Completion of a 3-semester hour ethics course
- All costs will be borne by the professional
- The professional will request release from the consent agreement when terms have been met.

The motion passed unanimously.

B. Jeffrey Thomas, LMSW applicant

Ms. Rinaudo summarized the facts of the Board's investigation. Mr. Thomas was noticed, but did not appear.

Following review and discussion by members, Mr. Gutierrez moved, seconded by Ms. Menchaca, to open a complaint and to recommend to the Board to dismiss the complaint and issue a letter of concern based on the professional's failure to appropriately disclose his criminal history on prior certification and renewal applications. The motion passed unanimously.

C. Michael Caputa, LCSW-1701

Ms. Rinaudo summarized the facts of the Board's investigation. Mr. Caputa, and his attorney, Stephen Myers, appeared in person and addressed the committee.

Following discussion, Ms. Menchaca moved, seconded by Mr. Gutierrez, to open a complaint based on the professional's failure to disclose his criminal history and substance abuse history. The motion passed unanimously.

The committee took a break at 10:15 a.m., reconvening its public meeting at 10:25 a.m.

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

No report.

6. Report from the Executive Director and/or staff

General Agency Operations

A. Arizona Association of Social Workers' request for a rule change regarding the Association of Social Work Boards' national registry

Josefina Ahumada, representing the Arizona chapter of the National Association of Social Workers, addressed the committee telephonically regarding the possibility of this credentialing committee accepting secondary verification, through the Association of Social Work Boards' repository of credentials and educational information, in lieu of requiring primary source verification of credentials, licenses, exam scores and degrees. The committee declined to seek a rule change to allow it to accept information from the repository in lieu of primary source verification.

7. Report from the Board and other committee

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. Alison Lamphier

Mr. Gutierrez moved, seconded by Ms. Menchaca, to approve the clinical supervision hours provided by Christine Montague. 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

Mr. Gutierrez moved, seconded by Ms. Menchaca, to approve the consent agenda, as reviewed by Dr. Davis, granting 60-day extensions to Admika Smith, Clarice Lowe, Maria Raine, Thomas Singer and Veronica

Mouton-Moore, second 60-day extensions to Gayle Pokorny and William Pokorny, and inactive status to Elizabeth Edwards. The motion passed unanimously.

12. Review, consideration and action regarding exam accommodations

None

13. Review, consideration and action regarding applications for licensure

Ms. Menchaca moved, seconded by Mr. Gutierrez, to recommend to the Board to approve the following 10 applicants as Licensed Master Social Workers after receiving a passing score on the required exam:

Billy Kyles	Marilyn Rea	Richard Anderson	Julia Mays
Patricia Fitzgerald	Vito Bono	Jeffrey Neufeld	Jay Lambert
Lisa Kish-Pittman	Jenny Adamo		

The motion passed unanimously.

Ms. Menchaca moved, seconded by Mr. Gutierrez, to recommend to the Board to approve Joanna Abbott as a Licensed Baccalaureate Social Worker after receiving a passing score on the required exam. The motion passed unanimously.

Ms. Menchaca moved, seconded by Mr. Gutierrez, to recommend to the Board to approve Diane Reishus, Kiva Barnett, Laurie Weir, Jennifer Rosenfeld and Jeffrey Thomas as Licensed Master Social Workers. The motion passed unanimously.

Ms. Menchaca moved, seconded by Mr. Gutierrez, to recommend to the Board to approve Gail Jaffe, Kelly Yee, Christian Johnson, Alison Lamphier and William Pokorny as Licensed Clinical Social Workers after receiving a passing score on the required exam. The motion passed unanimously.

14. Future agenda items

None

15. Call for public comment

Students in attendance commented on the process.

16. Establishment of future meeting date(s)

The next meeting is scheduled for April 8, 2005, at 9:00 a.m. in room B-2.

17. Adjournment

Mr. Gutierrez moved, seconded by Ms. Menchaca, to adjourn. The motion passed unanimously and the meeting was adjourned at 11:32 a.m.

Traci Sawyer-Sinkbeil
Secretary/Treasurer

Date