



SOCIAL WORKER SECTION

MARRIAGE AND FAMILY THERAPY, PROFESSIONAL COUNSELING AND SOCIAL WORK JOINT EXAMINING BOARD

Room 121A, 1400 East Washington Avenue, Madison
Contact: Dan Williams (608) 266-2112
April 19, 2016

The following agenda describes the issues that the Section plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Section.

AGENDA

9:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

A. Adoption of Agenda (1-3)

B. Approval of Minutes from January 27, 2016 (4-8)

C. Administrative Updates (9-10)

- 1) Staff Updates
- 2) Board Member – Term Expiration Date
 - a. Jennifer Anderson-Meger – 07/01/2017
 - b. Kristin Koger – 07/01/2018
 - c. Elizabeth Krueger – 07/01/2016
 - d. Gregory Winkler – 07/01/2015 (*Reappointed until 2019, not yet confirmed*)
- 3) Election of Officers
- 4) Liaison Appointments and Delegated Authorities
 - a. Credentialing Delegation

D. Legislative and Administrative Rule Matters – Discussion and Consideration (11)

- 1) MPSW 1 Relating to Renewal and Reinstatement
- 2) Update on Legislation and Pending or Possible Rulemaking Projects

E. Interstate Mobility of Licensure/Certification, Current Reciprocity Policy and Procedure - Discussion and Consideration

F. Deliberation on Items Added After Preparation of Agenda:

- 1) Introductions, Announcements and Recognition
- 2) Administrative Updates
- 3) Appointment of Section Liaison(s)
- 4) Division of Legal Services and Compliance Matters

- 5) Presentations of Petitions for Summary Suspension
- 6) Petitions for Designation of Hearing Examiner
- 7) Presentation of Proposed Stipulations, Final Decisions and Orders
- 8) Presentation of Proposed Final Decision and Orders
- 9) Education and Examination Matters
- 10) Credentialing Matters
- 11) Practice Questions/Issues
- 12) Legislative and Administrative Rule Matters
- 13) Liaison/Committee Reports
- 14) Informational Items
- 15) Speaking Engagement(s), Travel, or Public Relation Request(s)
- 16) Consulting with Legal Counsel

G. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).

H. Deliberation on Credentialing Matters

- 1) Application Reviews
 - a. Erika Meyer – Possible Unlicensed Practice **(12-39)**

I. Deliberation of Division of Legal Services and Compliance (DLSC) Matters

- 1) **Administrative Warnings**
 - a. 14 SOC 286 (L.J.H.) **(40-41)**
- 2) **Proposed Stipulations, Final Decisions and Orders**
 - a. 15 SOC 042 (S.C.G.) **(42-48)**
 - b. 15 SOC 058 (S.C.B.) **(49-56)**
 - c. 15 SOC 074 (D.B.E.) **(57-64)**
 - d. 16 SOC 001 (B.J.P.) **(65-70)**
 - e. 16 SOC 006 (R.R.B.) **(71-78)**

J. Consulting with Legal Counsel

K. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) DLSC Matters
- 4) Monitoring Cases
- 5) Professional Assistance Procedure (PAP) Cases
- 6) Petitions for Summary Suspensions
- 7) Petitions for Designation of Hearing Examiner
- 8) Proposed Stipulations, Final Decisions and Order
- 9) Administrative Warnings
- 10) Review of Administrative Warnings
- 11) Proposed Final Decision and Orders

- 12) Matters Relating to Costs/Orders Fixing Costs
- 13) Case Status Report
- 14) Case Closings
- 15) Application Matters, including reviews
- 16) Motions

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

L. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

M. Open Session Items Noticed Above not Completed in the Initial Open Session

ADJOURNMENT

NEXT MEETING DATE: JULY 27, 2016

**SOCIAL WORKER SECTION
MEETING MINUTES
JANUARY 27, 2016**

PRESENT: Jennifer Anderson-Meger (*via GoToMeeting*), Elizabeth Krueger (*via GoToMeeting*), Nicholas Smiar, Gregory Winkler

STAFF: Dan Williams – Executive Director, Nilajah Hardin – Bureau Assistant, and other DSPS Staff

CALL TO ORDER

Nicholas Smiar called the meeting to order at 9:00 a.m. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

Amendments to the Agenda:

- *Under Item H. Credentialing Matters: corrected to read “APPEARANCE: Kerry Marley – Application Review”*

MOTION: Jennifer Anderson-Meger moved, seconded by Gregory Winkler, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF DECEMBER 22, 2015

MOTION: Elizabeth Krueger moved, seconded by Jennifer Anderson-Meger, to approve the minutes of December 22, 2015 as published. Motion carried unanimously.

ADMINISTRATIVE MATTERS

Election of Officers

Section Chair

NOMINATION: Jennifer Anderson-Meger nominated Nicholas Smiar for the Office of Section Chair.

Dan Williams called for nominations three (3) times.

Nicholas Smiar was elected as Chair by unanimous consent.

Vice Chair

NOMINATION: Jennifer Anderson-Meger nominated Gregory Winkler for the Office of Vice Chair.

Dan Williams called for nominations three (3) times.

Gregory Winkler was elected as Vice Chair by unanimous consent.

Secretary

NOMINATION: Jennifer Anderson-Meger nominated Jennifer Anderson-Meger for the Office of Secretary.

Dan Williams called for nominations three (3) times.

Jennifer Anderson-Meger was elected as Secretary by unanimous consent.

2016 ELECTION RESULTS	
Section Chair	Nicholas Smiar
Vice Chair	Gregory Winkler
Secretary	Jennifer Anderson-Meger

Liaison Appointments

2016 LIAISON APPOINTMENTS	
Professional Assistance Procedure (PAP) Liaison	Elizabeth Krueger <i>Alternate:</i> Nicholas Smiar
Monitoring Liaison	Elizabeth Krueger <i>Alternate:</i> Nicholas Smiar
Credentialing Liaison(s)	Nicholas Smiar, Jennifer Anderson-Meger, Elizabeth Krueger, Gregory Winkler
Exams, Education and ASWB Liaison	Nicholas Smiar
Continuing Education Liaison(s)	Elizabeth Krueger

2016 SCREENING PANEL APPOINTMENTS	
January - December 2016	Elizabeth Krueger, Jennifer Anderson-Meger <i>1st Alternate:</i> Gregory Winkler, <i>2nd Alternate:</i> Nicholas Smiar

Delegation of Authority

Delegated Authority for Urgent Matters

MOTION: Jennifer Anderson-Meger moved, seconded by Gregory Winkler, that, in order to facilitate the completion of assignments between meetings, the Section delegates its authority to the Chair to appoint liaisons to carry out the duties of the Section in accordance with the law. Motion carried unanimously.

Delegated Authority for Application Denial Reviews

MOTION: Gregory Winkler moved, seconded by Jennifer Anderson-Meger, that the Section counsel or another department attorney is formally authorized to serve as the Section's designee for purposes of Wis. Admin Code § SPS 1.08(1). **The Section requests notifications in this regard be sent to members of the Section.** Motion carried unanimously.

Document Signature Delegation

MOTION: Elizabeth Krueger moved, seconded by Jennifer Anderson-Meger, the Section delegates authority to the Chair to sign documents on behalf of the Section. In order to carry out duties of the Section, the Chair has the ability to delegate this signature authority to the Section's Executive Director for purposes of facilitating the completion of assignments during or between meetings. Motion carried unanimously.

Credentialing Authority Delegations

MOTION: Elizabeth Krueger moved, seconded by Gregory Winkler, to delegate to DSPS staff the authority to address applications where a Criminal Background check had been approved for a previous Social Work Credential and there has been no criminal activity since that approval. Motion carried unanimously.

MOTION: Jennifer Anderson-Meger moved, seconded by Elizabeth Krueger, to delegate authority to the Credentialing Liaisons to address all issues related to credentialing matters. Motion carried unanimously.

Monitoring Delegation

MOTION: Gregory Winkler moved, seconded by Jennifer Anderson-Meger, to adopt the 'Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor in the document as presented. Motion carried unanimously.

Education Delegations

MOTION: Elizabeth Krueger moved, seconded by Gregory Winkler, to delegate authority to the Exams, Education and ASWB Liaison to address all issues related to exam, education, and ASWB matters. Motion carried unanimously.

MOTION: Gregory Winkler moved, seconded by Elizabeth Krueger, to delegate authority to the Continuing Education (CE) Liaison(s) to address all issues related to CE. Motion carried unanimously.

LEGISLATIVE AND ADMINISTRATIVE RULE MATTERS

Senate Bill 568/Assembly Bill 726 Relating to Renaming, Changing Membership and Eliminating Certain Professional Licensure Boards

MOTION: Jennifer Anderson-Meger moved, seconded by Elizabeth Krueger, to designate the Chair to speak on the Section's behalf at the Assembly Hearing on Bill 726 or any other hearing regarding Renaming, Changing Membership and Eliminating Certain Professional Licensure Boards. Motion carried unanimously.

CLOSED SESSION

MOTION: Gregory Winkler moved, seconded by Jennifer Anderson-Meger, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85 (1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (ss.19.85(1)(b), Stats. and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and, to confer with legal counsel (s.19.85(1)(g), Stats.). Nicholas Smiar read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Jennifer Anderson-Meger – yes; Elizabeth Krueger – yes; Nicholas Smiar – yes; and Gregory Winkler – yes. Motion carried unanimously.

The Section convened into Closed Session at 10:58 a.m.

RECONVENE TO OPEN SESSION

MOTION: Gregory Winkler moved, seconded by Jennifer Anderson-Meger, to reconvene into open session. Motion carried unanimously.

The Section reconvened into Open Session at 12:33 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Gregory Winkler moved, seconded by Elizabeth Krueger, to affirm all motions made in closed session. Motion carried unanimously.

CREDENTIALING MATTERS

APPEARANCE: Kerry Marley – Application Review

MOTION: Gregory Winkler moved, seconded by Jennifer Anderson-Meger, to table consideration of the application of Kerry Marley for a Social Work Credential pending receipt of an Assessment. Motion carried unanimously

DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

Proposed Stipulations, Final Decisions and Orders

MOTION: Elizabeth Krueger moved, seconded by Gregory Winkler, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against:

1. 14 SOC 010 (L.C.Y.)
2. 15 SOC 001 (F.J.D.)
3. 15 SOC 040 (S.A.W.)
4. 15 SOC 043 (P.L.D.)

Motion carried unanimously.

CASE CLOSINGS

15 SOC 066

MOTION: Gregory Winkler moved, seconded by Jennifer Anderson-Meger, to close the DLSC case number 15 SOC 066, for Insufficient Evidence. Motion carried unanimously.

ORDER FIXING COSTS

Ellen Pederson-Lewis, L.C.S.W., Respondent (ORDER0004095)(DHA Case # SPS-14-0087)(DLSC Case # 12 SOC 080)

MOTION: Elizabeth Krueger moved, seconded by Gregory Winkler, to adopt the Order Fixing Costs in the matter of disciplinary proceedings against Ellen Pederson-Lewis, L.C.S.W., Respondent (ORDER0004095)(DHA Case # SPS-14-0087)(DLSC Case # 12 SOC 080). The Section considered the Respondent's request to reduce or eliminate costs and decided not to grant the request. Motion carried unanimously.

Denise Wolodko, Respondent (ORDER0004389)(DHA Case # SPS-15-0005)(DLSC Case # 14 SOC 268)

MOTION: Jennifer Anderson-Meger moved, seconded by Gregory Winkler, to adopt the Order Fixing Costs in the matter of disciplinary proceedings against Denise Wolodko, Respondent (ORDER0004389)(DHA Case # SPS-15-0005)(DLSC Case # 14 SOC 268). Motion carried unanimously.

ADJOURNMENT

Nicholas Smiar adjourned the meeting at 12:36 p.m.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Nilajah Hardin, Bureau Assistant		2) Date When Request Submitted: 04/06/16	
		Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Social Worker Section			
4) Meeting Date: 04/19/16	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Updates Section Chair Election and Appointment of Liaisons	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: The Social Worker Section has a new member and also needs to elect a new Chair. The Section should also update Liaison Appointments as necessary.			
11) Authorization			
<i>Nilajah Hardin</i>		04/06/16	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

SOCIAL WORKER SECTION
2016 ELECTIONS AND LIAISON APPOINTMENTS

January 2016

2016 ELECTION RESULTS	
Section Chair	Nicholas Smiar
Vice Chair	Gregory Winkler
Secretary	Jennifer Anderson-Meger

Liaison Appointments

2016 LIAISON APPOINTMENTS	
Professional Assistance Procedure (PAP) Liaison	Elizabeth Krueger <i>Alternate:</i> Nicholas Smiar
Monitoring Liaison	Elizabeth Krueger <i>Alternate:</i> Nicholas Smiar
Credentialing Liaison(s)	Nicholas Smiar, Jennifer Anderson-Meger, Elizabeth Krueger, Gregory Winkler
Exams, Education and ASWB Liaison	Nicholas Smiar
Continuing Education Liaison(s)	Elizabeth Krueger

2016 SCREENING PANEL APPOINTMENTS	
January - December 2016	Elizabeth Krueger, Jennifer Anderson-Meger <i>1st Alternate:</i> Gregory Winkler, <i>2nd Alternate:</i> Nicholas Smiar

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Sharon Henes Administrative Rules Coordinator		2) Date When Request Submitted: 8 April 2016 Items will be considered late if submitted after 12:00 p.m. on the deadline date: ▪ 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Social Worker Section			
4) Meeting Date: 19 April 2016	5) Attachments: <input type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Legislation and Rule Matters – Discussion and Consideration 1. MPSW 1 Relating to Renewal and Reinstatement 2. Update on Legislation and Pending and Possible Rulemaking Projects	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:			
11) Authorization			
<i>Sharon Henes</i>		<i>8 April 2016</i>	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			