

**Minutes of the Meeting of the  
Louisiana State Board of Social Work Examiners  
September 30, 2011**

John McBride, LCSW, Chairman, called the meeting to order at 9:00 a.m., Friday, September 30, 2011, in the Conference Room at the Board office located at 18550 Highland Road, Suite B, Baton Rouge, Louisiana. Emily Efferson, Administrator, and Regina Breaux, Administrative Assistant, were present for the entire meeting. Other individuals present for a portion of the meeting were Carmen Weisner, Caleb Stephens, Tammara Trail, Callet Angelle, Jill Skluzacek, Lauren St. Germain, Rachel O’Puy, Trey Bickham, Natasha Smith, Lynell Sanders, Josie McKnight and Robert Showers.

Lisa Lipsey, LCSW, conducted roll call. Board members present included Evelyn Jenkins, LCSW, John McBride, LCSW, Hope Himel-Benson, LCSW, Michael Hickerson, RSW, and Lisa Lipsey, LCSW.

**PUBLIC COMMENTS**

Carmen Weisner, Executive Director of NASW-LA Chapter, verified that she has received letters of interest and resumes for the current and upcoming board vacancies. She advised the board that the professional organizations will be meeting this coming Monday to make selections to send to the Governor’s office.

**AGENDA**

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to accept the agenda as presented.

**MINUTES**

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to accept the minutes as presented for the August 26-27, 2011 board meeting.

**CORRESPONDENCE**

**Mona Marcum, LCSW** – Motion was made by Michael Hickerson, seconded by Lisa Lipsey and unanimously carried, to approve Mona Marcum, LCSW, to supervise Juanita Anderson-Hilton, LCSW, as dictated in her agreement.

**Carolyn Bourgeois, LCSW** – Motion was made by Hope Himel-Benson, seconded by Michael Hickerson and unanimously carried to approve her request for an extension of her continuing education hours, pending receipt of medical documentation from her healthcare providers.

**Loretta Jones, LCSW** – Members of the board referred Ms. Jones to 37:2706(B) of the Louisiana Social Work Practice Act. They also reminded Ms. Jones that the scope of practice is limited to the credential that the social worker holds.

**Joseph Carr, LCSW**- Members of the board reviewed the correspondence that he submitted. His license has been renewed.

**Lola Coleman, LCSW** – Members of the board advised Ms. Coleman that there is no exception in the Rules, Standards and Procedures that allows a CSW or LMSW to render psychotherapeutic services without the supervision of a LCSW.

**Elaine Kalka, LCSW** – Members of the board advised Ms. Kalka that the Louisiana Social Work Practice Act prohibits LMSW's and CSW's from providing services on a contractual basis unless they are providing those services on behalf of a federal, state, or local governmental agency.

**Clay Williams, LCSW** – Members of the board advised Mr. Williams that the situation he presented is an agency issue and is outside of the board's purview.

**Lavonselle Longmyle, MSW** - Members of the board reviewed the job description submitted by Ms. Longmyle. Board members agreed that at a minimum, she should hold the Registered Social Worker registration to provide services in this position.

**Jacqueline Shellington, LCSW** – Members of the board reviewed Ms. Shellington's concerns about liability of LCSW-BACS. The board directed Ms. Shellington to the rules which address responsibilities of supervisors and recommended that she seek legal counsel for any other liability concerns.

#### **Compliance Hearing for Shital Patel, MSW**

Ms. Patel requested a Compliance Hearing to appeal the board's decision to deny her LMSW application on August 26, 2011. Her application was denied because she did not indicate on her application that she had any state or federal charges. However, her criminal background check documented a charge. Ms. Patel testified that the charges were dismissed because her signature did not match the signature on the worthless checks that were used. She did not know that the charge would show on her record because of the dismissal.

#### **Compliance Hearing for Gina Zulli, LCSW**

Ms. Zulli requested a Compliance Hearing to appeal the board's decision to deny her LCSW renewal application on August 26, 2011. Her renewal application was denied because she did not indicate that she had any charges on her online renewal application. After she renewed online, she submitted notification to the board that she had received a DUI after being in an automobile accident. Ms. Zulli testified that she was not impaired at the time of the accident. She was issued the DUI because she was driving under a prescribed medication. She further stated that the lab report documented that she was within the therapeutic range for the prescribed medication. Ms. Zulli provided documentation that she completed the terms of her probation by paying a fine, completing driver and substance abuse classes and 32 hours of community services.

#### **Compliance Hearing for Gayielle Johnson, MSW**

Ms. Johnson requested a Compliance Hearing to appeal the board's decision to deny her LMSW application on August 26, 2011. Her application was denied because she did

not indicate on her application that she had any state or federal charges. However, her criminal background check documented a charge. Ms. Johnson testified that she was charged with one count of Medicaid fraud. She stated that the judge was lenient with the terms of her probation because she is currently enrolled in a doctoral program. She further stated that she did not know that the charge would show on her record because she has submitted the paperwork for the record to be expunged.

### **CORRESPONDENCE**

**Donna Wimberly, LCSW** – Members of the board reviewed correspondence submitted by Ms. Wimberly. Members of the board advised Ms. Wimberly that it would not be a conflict of interest if she developed psychoeducational materials and programming to be made available for purchase. Ms. Wimberly stated that she does not intend on selling the products to her face-to-face clients as part of their therapy.

**Carol Coriel, LCSW** – Members of the board advised Ms. Coriel that it is an agency issue if the agency has requested her to work with children in the pre-referral and post-referral services.

**Sean Muggivan, CSW** – Members of the board advised Mr. Muggivan that the situation he presented concerning whether or not clients should be allowed to have copies of their Medication Logs and Physician Order Sheets should be brought to his agency's legal counsel.

**Seaside Health Systems** – Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to approve Seaside Health Systems to be a continuing education pre-approval organization effective from September 30, 2011 – September 30, 2016.

**Louisiana Department of Education** – Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to deny the application to be a continuing education pre-approval organization because it appears from the application, the agency only intends to approve its own educational offerings.

### **BOARD/STAFF ISSUES**

#### **Security Project**

The security project in the front entrance of the board office is complete. Mr. McBride suggests that the alarm company be contacted to install panic buttons at each desk within the office.

#### **Applications**

Applications for all levels of licensure have been revised and posted on the website.

#### **Rules, Standards and Procedures**

The revised Rules, Standards and Procedures were effective September 20, 2011. They have been posted on the website.

### **Student Handbook**

Emily Efferson, Administrator, updated the board on the progress of the Student Handbook. It should be completed by the November 18, 2011, board meeting.

### **Board Orientation Workshop Overview**

Regina Breaux, Administrative Assistant, and Gina Oriheula, PhD, LCSW-BACS, presented the "Orientation for Board Approved Clinical Supervisors" on Friday, July 22, 2011. The workshop received favorable evaluations.

### **36<sup>th</sup> Annual FARB Forum**

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to approve two representatives for the Board to attend the FARB conference.

### **CLEAR**

John McBride – **John – please add your notes here.**

### **Compliance Hearing for Bobby Tinner, MSW**

Mr. Tinner requested a Compliance Hearing to appeal the board's decision to deny his LCSW Endorsement application on August 26, 2011. His application was denied because he completed supervision under a clinical psychologist. Mr. Tinner provided oral testimony that at the time he completed supervision in Indiana, their law allowed supervision to be completed under other disciplines. Mr. Tinner testified that he is currently working for Bridge City Centre for Youth in a non-social work position.

### **Board/Staff Issues**

#### **Consent Agreement and Order- Levels of Discipline**

Lisa Lipsey and Michael Hickerson agreed to develop a policy for levels of discipline for individuals that practice social work in Louisiana without a credential. This issue will be discussed at the November 18, 2011 board meeting.

#### **Number of licensees vs. Number of board members- ASWB Data**

Members of the board reviewed data submitted by ASWB. Members of the board would like to see an increase in board members that are appointed to serve on the board and to change the criteria for the Public Member position.

### **Compliance Hearing for Patricia Deal, MSW**

Ms. Deal requested a Compliance Hearing to appeal the board's decision to deny her renewal application for the CSW on August 26, 2011. Her application was denied because her CSW has been invalid for not retesting since September 14, 2009, and she has been working without a credential. Ms. Deal provided oral testimony that she is currently working for the 4E Unit and Home Development program. She stated that she does not remember receiving certified notification that her credential became invalid for not retesting. She stated that at that time she was under investigation at her place of employment and her health was declining. Ms. Deal stated that the complaint with the agency has been resolved.

**ASWB****ASWB Bylaws Amendment Proposals**

Members of the board reviewed the Bylaw and Amendment proposals submitted by ASWB.

**New Policies on Examination**

ASWB has advised member boards to only accept official score reports which come from their agency. Copies, faxes, etc. should not be accepted.

**AWSB 2011 Election**

Members of the board discussed the nominees for the upcoming positions with ASWB.

**Attendance at 2011 Delegate Assembly**

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins, and unanimously carried, to send Emily Efferson, John McBride, Michael Hickerson and Lisa Lipsey to the 2011 Delegate Assembly in November, which will be held in Oklahoma City, Oklahoma.

**EXECUTIVE SESSION**

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to go in to Executive Session at 12:40 p.m. for the following reasons:

to discuss the character, professional competence, or physical or mental health of a person, provided that such person is notified in writing at least twenty-four hours before the meeting,

and for investigative proceedings regarding allegations of misconduct.

Votes for going in to Executive Session: John McBride, yes; Evelyn Jenkins, yes; Hope Himel-Benson, yes; Michael Hickerson, yes, and Lisa Lipsey, yes.

Motion was made by Evelyn Jenkins, seconded by Michael Hickerson and unanimously carried, to come out of Executive Session at 1:30 p.m. to make the following motions:

**Compliance Hearing Decisions**

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to approve the LMSW application for **Shital Patel, MSW**. Ms. Patel will be issued the CSW and approval to take the Masters level examination for the LMSW.

Motion was made by Evelyn Jenkins, seconded by Hope Himel-Benson and carried by majority vote, to approve the LCSW renewal application for **Gina Zulli, LCSW**. The motion was opposed by Michael Hickerson.

Motion was made by Evelyn Jenkins, seconded by Michael Hickerson and unanimously carried, to approve the RSW application for **Gayielle Johnson**.

Motion was made by Michael Hickerson, seconded by Hope Himel-Benson and unanimously carried, to grant **Bobby Tinner, MSW**, the LMSW. Once he completes the supervision requirements in Louisiana he can apply for the LCSW, he will not be required to retest.

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried to uphold the previous decision to deny the CSW renewal application for **Patricia Deal, MSW**, and issue a cease and desist order. Ms. Deal must be evaluated by the IPP. Once she has completed the evaluation, she may apply for the RSW.

### **Financial**

#### **Independent Accountant's Report on Applying Agreed-upon Procedures**

Members of the board received a copy of the independent accountants' report on applying agreed-upon procedures. This report is for the July 1, 2010 through June 30, 2011.

#### **Financial Report for Fiscal Year ending June 30, 2011**

Emily Efferson reported that the fiscal year ended with \$31,725.00 of expenses over revenue. While the board was under budget in the areas of salaries and benefits, travel, professional services and acquisitions, anticipated revenue was not reached due to the board reducing renewal fees for the 2011-2012 licensing period.

#### **Renewals**

Emily Efferson reported that based on the licensee count on June 27, 2011 and the reduced renewal fees being charged this year, it is anticipated that renewal revenue will be approximately \$284,345 instead of \$423,675, a difference of \$139,330.

Ms. Efferson also reported that she will move forward with ASWB to develop a plan for processing paper renewals.

### **EXECUTIVE SESSION**

Motion was made by Lisa Lipsey, seconded by Hope Himel-Benson and unanimously carried, to go in to Executive Session at 1:55 p.m. for the following reasons:

to discuss the character, professional competence, or physical or mental health of a person, provided that such person is notified in writing at least twenty-four hours before the meeting,

and for investigative proceedings regarding allegations of misconduct.

Votes for going in to Executive Session: John McBride yes; Evelyn Jenkins, yes; Hope Himel-Benson, yes; Michael Hickerson, yes, and Lisa Lipsey, yes.

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to come out of Executive Session at 3:33 p.m.

#### **MONITORING REPORTS-DISCIPLINARY**

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to accept the disciplinary monitoring report.

Motion was made by Michael Hickerson, seconded by Hope Himel-Benson and unanimously carried, to release **Kenya Lavergne, LMSW**, from her Consent Agreement and Order. Ms. Lavergne has successfully completed all of the terms of her order.

Motion was made by Evelyn Jenkins, seconded by Michael Hickerson and unanimously carried, to send **Katheryne Brown, LMSW**, a 30 day notice to be in compliance with her Consent Agreement and Order.

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to release **Renee Mainous, LCSW**, from her Consent Agreement and Order. Ms. Mainous has successfully completed all of the terms of her order.

#### **MONITORING REPORTS-IMPAIRED PROFESSIONAL PROGRAM (IPP)**

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to accept the report submitted by Sherril Rudd, LCSW, IPP Manager.

Motion was made by Lisa Lipsey, seconded by Michael Hickerson and unanimously carried, to send **MG-10**, to the Attorney General's office to draft an administrative complaint due to noncompliance of the Participation Agreement.

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to send **FJ-11** certified notification that she must be in compliance with her agreement within 30 days, to include completing an evaluation at a facility approved by the IPP manager.

Motion was made by Lisa Lipsey, seconded by Michael Hickerson and unanimously carried, to release **MS-08** from the IPP. She has successfully completed the terms of her Participation Agreement.

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to require **OT-10** to meet with the board for an informal conference due to non-compliance of the Participation Agreement.

Motion was made by Lisa Lipsey, seconded by Michael Hickerson and unanimously carried, to require **JT-09** to meet with the board for an informal conference due to non-compliance of the Participation Agreement.

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to send **JH** certified notification that she must complete her evaluation within 30 days of receipt of the notice.

### **Executive Session**

Motion was made by Evelyn Jenkins, seconded by Hope Himel-Benson and unanimously carried, to go in to Executive Session at 3:33 p.m. for the following reasons:

to discuss the character, professional competence, or physical or mental health of a person, provided that such person is notified in writing at least twenty-four hours before the meeting,

and for investigative proceedings regarding allegations of misconduct.

Votes for going in to Executive Session: John McBride, yes; Evelyn Jenkins, yes; Hope Himel-Benson, yes; and Lisa Lipsey, yes.

Motion was made by Lisa Lipsey, seconded by Michael Hickerson and unanimously carried, to come out of Executive Session at 4:08 p.m. to make the following motions:

### **NEW COMPLAINTS**

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to accept **Complaint #2012-29** and send for investigation of possible violations of Rule 113B(1)(2)(7) and La. R.S. 2717A(7).

Motion was made by Michael Hickerson, seconded by Hope Himel-Benson and unanimously carried, to accept **Complaint #2012-30** and send for investigation of possible violations of Rule 115D(2) and La. R.S. 2717A(7).

Motion was made by Michael Hickerson, seconded by Hope Himel-Benson and unanimously carried, to accept **Complaint #2012-31** and send for investigation of possible violations of Rule 111G (1)(2)(5), 115A, 155B and La. R.S. 2717A (5)(7)(10)(11).

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to dismiss **Complaint #2012-32** for failure to rise to a level of a violation of the Louisiana Social Work Practice Act or Rules, Standards and Procedures. The person mentioned in the complaint is not a social worker.

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to request additional information from the complainant for **Complaint #2012-33**. Members of the board are requesting the complainant to submit specific information about the social workers mentioned in the complaint.

Motion was made by Michael Hickerson, seconded by Lisa Lipsey and unanimously carried, to request a written response for **Complaint #2012-34**.

Motion was made by Michael Hickerson, seconded by Lisa Lipsey and unanimously carried, to issue a Cease and Desist order for **Complaint #2012-38**. Members of the board have also requested staff to send the employer a letter inquiring on their current employment status.

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to request a written response for **Complaint #2012-42**. Members of the board have also requested a subpoena to be issued to receive documentation.

### **Executive Session**

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to go in to Executive Session at 4:12 p.m. for the following reasons:

to discuss the character, professional competence, or physical or mental health of a person, provided that such person is notified in writing at least twenty-four hours before the meeting,

and for investigative proceedings regarding allegations of misconduct.

Votes for going in to Executive Session: John McBride, yes; Evelyn Jenkins, yes; Hope Himel-Benson, yes; and Lisa Lipsey, yes.

Motion was made by Lisa Lipsey, seconded by Michael Hickerson and unanimously carried, to come out of Executive Session at 4:50 p.m. to make the following motions:

### **PENDING COMPLAINTS**

Motion was made by Michael Hickerson, seconded by Hope Himel-Benson and unanimously carried, to dismiss **Complaint #2011-66**, because respondent is licensed under another Louisiana licensing board.

Motion was made by Lisa Lipsey, seconded by Michael Hickerson and unanimously carried, to request that legal counsel file an injunction against the respondent named in **Complaint #2011-76**.

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to dismiss **Complaint #2011-81**, for failure to rise to a level of a violation of the Louisiana Social Work Practice Act or Rules, Standards and Procedures.

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to dismiss **Complaint #2011-84**, for failure to rise to a level of a violation of the Louisiana Social Work Practice Act or Rules, Standards and Procedures.

Motion was made by Michael Hickerson, seconded by Hope Himel-Benson and unanimously carried, to dismiss **Complaint #2011-93**, for failure to rise to a level of a violation of the Louisiana Social Work Practice Act or Rules, Standards and Procedures.

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to dismiss **Complaint #2011-97**, for failure to rise to a level of a violation of the Louisiana Social Work Practice Act or Rules, Standards and Procedures.

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to dismiss **Complaint #2011-98**, for failure to rise to a level of a violation of the Louisiana Social Work Practice Act or Rules, Standards and Procedures.

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to dismiss **Complaint #2011-113**, for failure to rise to a level of a violation of the Louisiana Social Work Practice Act or Rules, Standards and Procedures.

Motion was made by Michael Hickerson, seconded by Lisa Lipsey and unanimously carried, to dismiss **Complaint #2011-115**, for failure to rise to a level of a violation of the Louisiana Social Work Practice Act or Rules, Standards and Procedures.

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to dismiss **Complaint #2011-118**, for failure to rise to a level of a violation of the Louisiana Social Work Practice Act or Rules, Standards and Procedures.

Motion was made by Michael Hickerson, seconded by Hope Himel-Benson and unanimously carried, to dismiss **Complaint #2011-128**, for failure to rise to a level of a violation of the Louisiana Social Work Practice Act or Rules, Standards and Procedures.

### **Executive Session**

Motion was made by Hope Himel-Benson, seconded by Lisa Lipsey and unanimously carried, to go in to Executive Session at 4:52 p.m. for the following reasons:

to discuss the character, professional competence, or physical or mental health of a person, provided that such person is notified in writing at least twenty-four hours before the meeting,

and for investigative proceedings regarding allegations of misconduct.

Votes for going in to Executive Session: John McBride, yes; Evelyn Jenkins, yes; Hope Himel-Benson, yes; and Lisa Lipsey, yes.

Motion was made by Lisa Lipsey, seconded by Michael Hickerson and unanimously carried, to come out of Executive Session at 5:50 p.m. to make the following motions:

### **New Applications**

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to deny the Registered Social Worker application for **Madelyn Brown, MSW**. Ms. Brown has been offered a Compliance Hearing.

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to deny the LMSW application for **Deann "Ellen" Boyette, MSW**, and issue her a Cease and Desist order for working without a credential. Ms. Johnson has been offered a Compliance Hearing.

Motion was made by Evelyn Jenkins, seconded by Michael Hickerson and unanimously carried, to issue **Sacha Clark, MSW**, the CSW and approval to take ASWB's Masters level examination, pending the receipt of an ID number.

Motion was made by Michael Hickerson, seconded by Lisa Lipsey and unanimously carried, to deny the RSW application for **Cherise Early, MSW**, and issue her a Cease and Desist order for working without a credential. Ms. Early has been offered a Compliance Hearing.

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to deny the RSW application submitted by **Stormy Hall**. Ms. Hall has been offered a Compliance Hearing.

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to request **Daymond Williams** to submit additional information for his application to be considered.

Motion was made by Michael Hickerson, seconded by Lisa Lipsey and unanimously carried, to require **Jennifer Quillin, CSW**, to provide evidence of enrollment of the program and keep the board informed of her situation.

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to grant the following applicants registration as a **Registered Social Worker**:

Castle, Kalisha	Dorsey, Marla
Dunn, Kasheena	Hakeem, Lyn
Howard, Tirany	Johnson, Debra
Kelly, Halltonya	Lazard, Ramona
McMillan, Susan	Marshall, Shayla
Mayes, Angela	Neal, Kathy
Pollock, Kristin	Sam, Rose
Washington, Laurie	Washington, Talesha
Weston-Causey, Michele	Ard, Tekeisha

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to approve the following applicants for **Certified Social Worker** certification and

to grant approval for the applicants to sit for the ASWB Masters examination for licensing as a **Licensed Master Social Worker:**

Catt, Jonathan	Chilton, Jr., Robert
Cobbs, Ya'Quina	Coleman, Sara
Delahoussaye, Kristi	Djila, Candice
Edenfield, Roberta	Elliot, Katie
Honore', Alisha	Keller, Dana
McGee, Latonya	Milligan, Keondra
Puglia, Angela	Reynerson, Kelly
Ridgley, Yvette	Shaw, Tiffany
Thomas, Cassandra	Thomas, Jovan
Turner, Jamii	White, Dione
Stanek, Gregory	

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to approve the following applicants to sit for the ASWB Clinical exam for licensing as a **Licensed Clinical Social Worker:**

Anderson, Emily	Antoon, Helen
Aucoin, Kristin	Berryhill, Lexi
Charpentier, Tara	Cinman, Meredith
Crayton, Melissa	Donnelly, Vita
Dulaney, Sara	Hogewood, Kelley
Lott, Mary	McCarver, Andrea
Moore, Keisha	Rosenblatt, Amy
Sayegh, Lisa	

### **RENEWAL APPLICATIONS**

Motion was made by Michael Hickerson, seconded by Evelyn Jenkins and unanimously carried, to approve **Brandi Coulter, RSW**, renewal application conditional of her agreeing to be evaluated for the IPP.

At the August 26, 2011, meeting, members of the board denied the renewal application for **Mary Gremillion, LCSW**. Her application was denied because her renewal application indicated that she had previously notified the board of a charge that was not in her file. The charge and board decision has been recovered and her LCSW has been renewed.

### **Administrator's Annual Evaluation**

Members of the board reviewed the annual evaluation of the board's administrator.

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to adjourn the meeting at 5:55 p.m.

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John McBride, LCSW  
Chairperson

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Lisa Lipsey, LCSW  
Secretary-Treasurer