

**Minutes of the Meeting of the  
Louisiana State Board of Social Work Examiners  
April 25, 2014**

Judith Haspel, LCSW, Chairman, called the meeting to order at 8:30 a.m. on Friday, April 25, 2014, in the conference room at the Board office located at 18550 Highland Road, Suite B, Baton Rouge, Louisiana. Emily Efferson, Administrator and Regina DeWitt, Administrative Assistant, were present for the entire meeting. Carmen Weisner, Emily Terrell, Therese Bourgeois, Trey Bickham, Erin Mire, Kaziah Williams, Jodi Mallet, Latifah Matella, Chris Graham, and Heidi Shapiro were present for a part of the public portion of the meeting.

Carla Moore, LMSW, conducted roll call. Board members present at the time of roll call included Robert Showers, RSW, Judith Haspel, LCSW, Carla Moore, LMSW, and Parker Sternbergh, LCSW.

Lisa Lipsey, LCSW, was not present for the meeting.

**AGENDA**

**Motion** was made by Parker Sternbergh, seconded by Robert Showers and unanimously carried, to accept the agenda with the addition of 7(e) 2014-131.

**PUBLIC COMMENTS**

Carmen Weisner, Executive Director of NASW-LA, reported that two letters have been sent to the Governor's office, one for a public member and the other to replace Lisa Lipsey's position on the Board. She further explained to the board that Hyacinth McKee, LCSW-BACS, has created a rubric for assisting in selections of potential board members. Ms. Weisner also informed the board that substitute bill HB 1273 does exempt some boards. She will be discussing this with the author of the bill to encourage them to include the LABSWE in that exemption.

**PRESENTATION OF CONSENT AGREEMENT AND ORDER**

Emalie Boyce, Assistant Attorney General, presented the board with a Consent Agreement and Order for **Keri Watson, MSW**, which had been previously negotiated and agreed to by Ms. Watson in resolution of Complaint # 2014-96. **Motion** was made by Parker Sternbergh, seconded by Carla Moore and unanimously carried, to accept the Consent Agreement and Order as presented.

**MINUTES of the meeting held March 28, 2014**

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to accept the minutes of the meeting held March 28, 2014 as presented.

**CORRESPONDENCE**

**Leslie Todd, LCSW**

Ms. Todd submitted a letter to the board asking if she, as an LCSW-BACS, supervise a LCSW who would like to learn how to do Child Custody Evaluations. Ms. Todd was

advised to review Rule 109 A (1,2,3) of the Rules, Standards and Procedures. Members of the board further agreed to form a committee to consider revising the “Guidelines for Child Custody Evaluations”.

### **Monique Reno, LCSW**

Ms. Reno submitted a letter to the board expressing her concerns that some of her clients needs are unable to be met by her agency and that the agency is not allowing her to refer her clients to services outside of the agency. Members of the board directed Ms. Reno to Rule 107 of the Rules, Standards and Procedures.

### **Northwest Louisiana Human Services District**

**Motion** was made by Parker Sternbergh, seconded by Carla Moore and unanimously carried, to approve Northwest Louisiana Human Services District as an approval organization. Their approval extends from April 25, 2014 - April 25, 2017.

### **Joseph DeVillier, LCSW**

Mr. DeVillier submitted a letter to the Board asking the boards opinion of the HARE-PCL-YV test. Members of the board were unclear of the context that this “interview tool” is being used. Mr. DeVillier was directed to Rules 109 and 111 of the Rules, Standards and Procedures. Rule 109 is relevant to competence and Rule 111 is relevant to practice requirements.

### **Audra Kyrk, LMSW**

Ms. Kyrk submitted a second request to be allowed to complete all of her continuing education hours by way of distance learning. Members of the board agreed to uphold their original decision to require her to complete ten (10) hours of face-to-face continuing education hours. Ms. Kyrk was granted an extension to complete her face-to-face hours. She must complete this requirement no later than December 31, 2014.

### **Sianna Nacoste, LMSW**

Ms. Nacoste submitted a letter to the stating that she has been offered a position to perform initial assessments and treatment planning. The organization is billing through Magellan of Louisiana. Magellan only specifies providers as LCSW, LPC, PsyD, clinical nurse specialist, addictions counselor, psychiatrist and Ph.D. She further stated that a clinical psychologist will be signing off on her work. Members of the board were unclear as to if this is a billing or practice question. Ms. Nacoste was referred to her agency’s policy and Magellan’s policy on their billing practices if this is a billing issue. Ms. Nacoste was also referred to Rule 111G of the Rules, Standards and Procedures.

### **Financial**

**Motion** was made by Carla Moore, seconded by Parker Sternbergh and unanimously carried, renew their membership with CLEAR at a cost of \$240.00.

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to approve the financial report for the period ending November 30, 2013.

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to approve the financial report for the period ending December 31, 2013.

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to approve the financial report for the period ending January 31, 2014.

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to approve the following budget for the period July 1, 2014 – June 30, 2015:

**Louisiana State Board of Social Work Examiners**

**Budget**

**July 1, 2014 – June 30, 2015**

**Revenues**

LCSW	155 * \$100.00	15,500.00	
LMSW	500 * \$75.00	37,500.00	
RSW	250 * \$50.00	12,500.00	
Retake Applications	400 * \$50.00	20,000.00	
LCSW Renewals	3900 * \$75.00	292,500.00	
LMSW/CSW Renewals	2550 * \$50.00	127,500.00	
RSW Renewals	1400 * \$25.00	35,000.00	
Enforcement Actions		45,000.00	
Interest		2,500.00	
Miscellaneous		10,000.00	
<b>Total</b>			598,000.00

**Total Revenues \$598,000.00**

**Other Assets**

Cash in Checking		500,000.00	
Invested Funds		940,000.00	
<b>Total</b>			1,440,000.00

**Total Other Assets \$1,440,000.00**

**TOTAL FUNDS \$2,038,000.00**

## **EXPENSES**

**Salaries** 188,800.56

### **Related Employee Benefits**

Retirement (37% ER contribution) 69,856.21

Medicare Tax 2737.61

Er portion of life insurance (Pevey) 300.00

Health Ins 22,080.00

Other Postemployment Benefits 40,000.00

**Total** 134,973.82

**Total Salaries & Benefits \$323,774.38**

### **Expenses/ Travel**

Administrative (in-state mileage) 1,000.00

Administrative (in-state other) 500.00

Board (in-state mileage) 8,000.00

Board (in-state other) 1,000.00

Administrative (out-state mileage) 0.00

Administrative (out-state other) 5,000.00

Conference Registration Fees 5,000.00

Board (out-state mileage) 0.00

Board (out-state other) 15,000.00

Board Meeting Expense 15,000.00

**Total** 50,500.00

**Total Travel Expenses \$50,500.00**

### **Expenses/ Operating**

Advertising/Public Relations/CE Offerings 15,000.00

Supplies 10,000.00

Rent 58,384.00

Printing 10,000.00

Postage & Delivery	30,000.00	
Dues & Subscriptions	3,500.00	
Maintenance	3,000.00	
Insurance	1,000.00	
Bank Charges/Fees	20,000.00	
Telephone	3,000.00	
Security	1,000.00	
Equipment Rental	6,000.00	
Miscellaneous	1,500.00	
<b>Total</b>		162,384.00

**Total Operating Expenses \$162,384.00**

**Professional Services**

Accounting	2,400.00	
AG Representation	25,000.00	
Auditor	3,000.00	
ASWB	4,000.00	
Complaint Consultant	10,000.00	
Computer Consultants	20,000.00	
Continuing Education Consultant	10,000.00	
Court Reporter	5,000.00	
Impaired Professional Program	57,000.00	
Supervision Consultant	15,000.00	
Investigators	40,000.00	
Legal Counsel	30,000.00	
Newsletter	1,500.00	
Payroll	2,000.00	
<b>Total</b>		224,900.00

**Total Professional Services \$224,900.00**

**Acquisitions**

Computer Equipment	6,000.00	
Scanning Equipment/License Renewal	10,000.00	
Office Equipment/Other	15,000.00	
<b>Total</b>		<b>31,000.00</b>

**Total Acquisitions \$31,000.00****TOTAL EXPENDITURES \$792,558.38****Total Available Funds over Expenditures \$1,245,441.62**

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to approve the following budget for the period July 1, 2015 – June 30, 2016:

**Louisiana State Board of Social Work Examiners****Budget****July 1, 2015 – June 30, 2016****Revenues**

LCSW	160 * \$100.00	16,000.00	
LMSW	505 * \$75.00	37,875.00	
RSW	255 * \$50.00	12,750.00	
Retake Applications	405 * \$50.00	20,250.00	
LCSW Renewals	4000 * \$75.00	300,000.00	
LMSW/CSW Renewals	2575 * \$50.00	128,750.00	
RSW Renewals	1450 * \$25.00	36,250.00	
Enforcement Actions		45,000.00	
Interest		2,500.00	
Miscellaneous		10,000.00	
<b>Total</b>			<b>609,375.00</b>

**Total Revenues \$609,375.00****Other Assets**

Cash in Checking	500,000.00	
Invested Funds	945,000.00	
<b>Total</b>		1,445,000.00
<b>Total Other Assets \$1,445,000.00</b>		
<b>TOTAL FUNDS \$2,054,375.00</b>		
<b>EXPENSES</b>		
<b>Salaries</b>		196,352.58
<b>Related Employee Benefits</b>		
Retirement (40% ER contribution)	78,541.03	
Medicare Tax	2847.11	
Er portion of life insurance (Pevey)	300.00	
Health Ins	22,080.00	
Other Postemployment Benefits	40,000.00	
<b>Total</b>		143,768.14
<b>Total Salaries &amp; Benefits \$340,120.72</b>		
<b>Expenses/ Travel</b>		
Administrative (in-state mileage)	1,000.00	
Administrative (in-state other)	500.00	
Board (in-state mileage)	8,000.00	
Board (in-state other)	1,000.00	
Administrative (out-state mileage)	0.00	
Administrative (out-state other)	5,000.00	
Conference Registration Fees	5,000.00	
Board (out-state mileage)	0.00	
Board (out-state other)	15,000.00	
Board Meeting Expense	15,000.00	
<b>Total</b>		50,500.00
<b>Total Travel Expenses \$50,500.00</b>		

**Expenses/ Operating**

Advertising/Public Relations/CE Offerings	15,000.00	
Supplies	10,000.00	
Rent	58,384.00	
Printing	10,000.00	
Postage & Delivery	30,000.00	
Dues & Subscriptions	3,500.00	
Maintenance	3,000.00	
Insurance	1,000.00	
Bank Charges/Fees	10,000.00	
Telephone	3,000.00	
Security	1,000.00	
Equipment Rental	6,000.00	
Miscellaneous	1,500.00	
<b>Total</b>		152,384.00

**Total Operating Expenses \$152,384.00****Professional Services**

Accounting	2,400.00
AG Representation	25,000.00
Auditor	3,000.00
ASWB	4,000.00
Complaint Consultant	10,000.00
Computer Consultants	20,000.00
Continuing Education Consultant	15,000.00
Court Reporter	5,000.00
Impaired Professional Program	57,000.00
Supervision Consultant	15,000.00
Investigators	40,000.00

Legal Counsel	30,000.00	
Newsletter	1,500.00	
Payroll	2,000.00	
<b>Total</b>		229,900.00

**Total Professional Services \$229,900.00**

**Acquisitions**

Computer Equipment	6,000.00	
Scanning Equipment/License Renewal	10,000.00	
Office Equipment/Other	25,000.00	
New Software System	50,000.00	
<b>Total</b>		91,000.00

**Total Acquisitions \$91,000.00**

**TOTAL EXPENDITURES \$863,904.72**

**Total Available Funds over Expenditures \$1,190,470.28**

Members of the board agreed to not charge the \$3.00 processing fee for renewal applications that are submitted online and for those individuals that are not eligible to renew online.

**2014-2015 Professional Service Contracts:**

**Motion** was made by Robert Showers, seconded by Carla Moore and unanimously carried, to offer ASWB a contract for \$10.00 per renewal audit for a maximum contract amount of \$4,000.00.

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to offer Corporate Security Consultants of LA a contract for \$50.00/hour plus expenses at state rates for a maximum contract amount of \$20,000.

**Motion** was made by Robert Showers, seconded by Carla Moore and unanimously carried, to offer Statewide Surveillance and Investigations a contract for \$50.00/hour plus expenses at state rates for a maximum contract amount of \$20,000.

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to offer Tim Dyeson a contract for \$1,500.00/year to process the online open book exam.

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to offer Jacqueline Shellington, Complaints Consultant, a contract for \$80.00/hour for professional services for a maximum contract amount of \$10,000.

**Motion** was made by Robert Showers, seconded by Carla Moore and unanimously carried, to offer Gina Oriehuela, Supervision Consultant, a contract for \$80.00/hour for professional services for a maximum contract amount of \$15,000.

**Motion** was made by Parker Sternbergh, seconded by Carla Moore and unanimously carried, to offer Susan Sevario, CPA, a contract for \$200.00/month to prepare monthly financial reports for a maximum contract amount of \$2,400.00.

**Motion** was made by Parker Sternbergh, seconded by Robert Showers and unanimously carried, to offer SMB Graphics, a contract for \$30.00/page for a maximum contract amount of \$1,500.00.

**Motion** was made by Parker Sternbergh, seconded by Robert Showers and unanimously carried, to offer the Department of Justice, a contract for \$125.00/hour for a maximum contract amount of \$25,000.00.

**Motion** was made by Parker Sternbergh, seconded by Carla Moore and unanimously carried, to offer George Papale, Legal Counsel, a contract for \$195.00/hour for a maximum contract amount of \$30,000.00.

**Motion** was made by Robert Showers, seconded by Carla Moore and unanimously carried, to Essential Solutions, LLC, a contract for \$1,250.00/month for maintenance and \$90.00 per hour for all things not covered under the maintenance contract for a maximum contract amount of \$20,000.00.

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to offer Kathie Pohlman, IPP Manager, a contract for \$100.00/hour for a maximum contract amount of \$57,000.00.

## **BOARD/STAFF ISSUES**

### **Financial Disclosure**

Members of the board were reminded that their financial disclosure statements are due to the Board of Ethics no later than May 15, 2014.

### **Board Orientation Workshop Overview**

Members of the board reviewed evaluations submitted for the Board Orientation Workshop presented on April 11, 2014. The workshop received favorable reviews.

### **Tulane School of Social Work**

Tulane School of Social Work submitted a letter to the board informing them that they will be offering a DSW program.

## **Blue Ribbon Panel**

Judith Haspel reported that the Blue Ribbon Panel held a meeting April 21, 2014.

### **EXECUTIVE SESSION**

**Motion** was made by Carla Moore, seconded by Parker Sternbergh and unanimously carried, to go into Executive Session at 9:47 a.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

to discuss prospective litigation.

Votes for going into Executive Session: Robert Showers, yes; Carla Moore, yes and Parker Sternbergh, yes.

**Motion** was made by Robert Showers, seconded by Carla Moore and unanimously carried, to come out of Executive Session at 11:20 a.m.

### **PERSONNEL MATTER**

Members of the board agreed to review all staff evaluations in June of each year. Should a staff person receive a pay raise, it will become effective July 1<sup>st</sup> of that year.

### **Meeting with Emalie Boyce, George Papale, etc**

Judith Haspel provided the members of the board were provided with a report on the meeting held April 1, 2014 that included her, Emalie Boyce, George Papale, Jacqueline Shellington, Kathie Pohlman and Emily Efferson. The discussion centered around non-compliance of IPP Participation Agreements, disciplinary action and summary suspension. No motions were made.

### **DISCIPLINARY MONITORING REPORT**

**Motion** was made by Parker Sternbergh, seconded by Robert Showers and unanimously carried, to approve the disciplinary report.

**Motion** was made by Robert Showers, seconded by Carla Moore and unanimously carried, to release **Todd Cirillo, RSW**, from his Consent Agreement and Order. Mr. Cirillo has submitted evidence that he has completed all of the terms in his agreement.

**Motion** was made by Robert Showers, seconded by Carla Moore and unanimously carried, to release **Rashain Williams, LMSW**, from her Consent Agreement and Order. Ms. Williams has submitted evidence that she has completed all of the terms in her agreement.

**Motion** was made by Carla Moore, seconded by Parker Sternbergh and unanimously carried, to release **Antionette Enclarde, RSW**, from her Consent Agreement and

Order. Ms. Enclarde has submitted evidence that she has completed all of the terms in her agreement.

**Motion** was made by Robert Showers, seconded by Carla Moore and unanimously carried, to release **Jay Hedgpeth, CSW**, from his Consent Agreement and Order. Mr. Hedgpeth has submitted evidence that he has completed all of the terms in his agreement.

**Motion** was made by Robert Showers, seconded by Carla Moore and unanimously carried, to release **Lynn Bolden, RSW**, from her Consent Agreement and Order. Ms. Bolden has submitted evidence that she has completed all of the terms in her agreement.

**Motion** was made by Carla Moore, seconded by Parker Sternbergh and unanimously carried, to release **Clayton Kidd, CSW**, from his Consent Agreement and Order. Mr. Kidd has submitted evidence that he has completed all of the terms in his agreement.

### **NEW COMPLAINTS**

**Motion** was made by Robert Showers, seconded by Parker Sternbergh and unanimously carried, to accept **Complaint #2014-115** and to send a cease and desist letter for possible violation of Rule 303A and LA R.S. 2717A (1).

**Motion** was made by Robert Showers, seconded by Carla Moore and unanimously carried, to accept **Complaint #2014-116** and to request a written response from the respondent.

**Motion** was made by Parker Sternbergh, seconded by Carla Moore and unanimously carried, to accept **Complaint #2014-117** and to request a written response from the respondent.

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to accept **Complaint #2014-118** and send to investigation for possible violation of Rule 107B, 111G (2,3), 111F(5), 111H (1,2,3), 113A(1,2), 113B(1) and 2717A(4,7,11).

**Motion** was made by Robert Showers, seconded by Parker Sternbergh and unanimously carried, to accept **Complaint #2014-119** and to request a written response from the respondent.

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to close the file for **Complaint #2014-120**.

**Motion** was made by Robert Showers, seconded by Parker Sternbergh and unanimously carried, to accept **Complaint #2014-121** and to request a written response from the respondent along with court documentation.

**Motion** was made by Robert Showers, seconded by Carla Moore and unanimously carried, to accept **Complaint #2014-131** and to request a written response from the respondent along with court documentation as it is received.

### **Pending Complaints**

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to dismiss **Complaint #2014-40** for failure to rise to a level of violation of the Louisiana Social Work Practice Act or Rules, Standards and Procedures.

**Motion** was made by Robert Showers, seconded by Carla Moore and unanimously carried, to refer **Complaint #2014-40** back to the AAG for a letter of reprimand.

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to dismiss **Complaint #2014-44** for failure to rise to a level of violation of the Louisiana Social Work Practice Act or Rules, Standards and Procedures.

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to dismiss **Complaint #2014-48** for failure to rise to a level of violation of the Louisiana Social Work Practice Act or Rules, Standards and Procedures.

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to dismiss **Complaint #2014-88** for failure to rise to a level of violation of the Louisiana Social Work Practice Act or Rules, Standards and Procedures.

### **Applications**

**Motion** was made by Robert Showers, seconded by Parker Sternbergh and unanimously carried, to request that **Shirley Calhoun, MSW**, submit additional information relative to her affirmative answer on her application.

**Motion** was made by Robert Showers, seconded by Carla Moore and unanimously carried, to offer **Kim Frazier, MSW**, a level two Consent Agreement and Order for unlicensed practice.

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to request that **Kermindra Maberry, MSW**, submit additional information relative to her affirmative answer on her LMSW application.

**Motion** was made by Robert Showers, seconded by Carla Moore and unanimously carried, to deny **Lydia Washington-Heads** application for the RSW. Ms. Washington-Heads did not graduate from a CSWE accredited program. She has been offered a Compliance Hearing.

**Motion** was made by Parker Sternbergh, seconded by Robert Showers and unanimously carried, to approve the following applicants for registration as a Registered Social Worker:

Coleman, Tameisha  
Edwards, Lawrence  
LeJeune, Kevin  
Washington, Alicia  
Wilson-Johnson, Trudy

Dhaliwal, Tisha  
Johnson, Pamela  
Thomas, Linda  
Williams, Latrisa  
Keith, Roshaunda

Approval pending the receipt of official school transcript:

Hebert, Chantell  
Nelson, Nicole  
Williams, LaBreska

McKinney, Keirsten  
Sandifer, Kristie

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to approve the following applicants for the 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:

Brignac, Melissa  
Mehwish, Issa  
Oatis, Valerie  
Spinato, Tracey  
Boswell, Sarah  
Morrow, Carol  
Graham, Deborah

Kronenberger, Jennifer  
Moffett, Adris  
Schwamberg, Norman  
Broussard, Mark  
DeMetra, Bates  
Hall, Jerry  
Lewis, Deborah

Approval pending the receipt of official school transcript:

Anderson, Stephanie  
Barnes, Sharonda  
Brady, Cierra  
Castillo, Phillip  
DiCarlo, Beth  
Harris, Felicia  
Jett, Jalessa  
Marts, Erin  
Miles, Caroline  
Murray, Chavontaa  
Nguyen, Minh  
Reitan, Pamela  
Sexton, Denise  
Stutts, Trejay  
Turner, Alicia  
Wilson, Leatrice

Armstrong, Latoya  
Boyer, Tamika  
Brown, Jade  
Craft, Avanda  
Godfrey, Brittly  
Jackson, Shondia  
Lancaster, Nanette  
Mayberry, Jaime  
Morgan, Marquise  
Myers, Rachael  
Polk, Darshall  
Sabather-Curry, Jane  
Slaughter, Krysti  
Tonkovich, Amamda  
Williams, Charles  
Wilson, Lucinda

**Motion** was made by Carla Moore, seconded by Parker Sternbergh and unanimously carried, to approve the following applicants to sit for the ASWB Clinical exam for licensing as a Licensed Clinical Social Worker:

Burton, Rebecca  
Goldberg, Mara

Doran, Allison  
Graham, Meghan

Hardy, Melissa  
McNerney, Colleen  
Richardson, Jamie  
Tipton, Kendyl  
Wooders, Kenisha

Kador, Jessica  
Pizzolato, Ruby  
Rogers, Carly  
Toliver, Terica

**Motion** was made by Carla Moore, seconded by Parker Sternbergh and unanimously carried, to amend the agenda to include the 2014 CLEAR conference.

**Motion** was made by Parker Sternbergh, seconded by Robert Showers and unanimously carried, to send one staff person to the 2014 CLEAR conference.

### **EXECUTIVE SESSION**

**Motion** was made by Carla Moore, seconded by Robert Showers and unanimously carried, to go into Executive Session at 12:53 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

to discuss prospective litigation.

Votes for going into Executive Session: Robert Showers, yes; Carla Moore, yes and Parker Sternbergh, yes.

**Motion** was made by Parker Sternbergh, seconded by Robert Showers and unanimously carried, to come out of Executive Session at 1:27 p.m.

### **IMPAIRED PROFESSIONALS PROGRAM MONITORING REPORT**

**Motion** was made by Robert Showers, seconded by Carla Moore and unanimously carried, to approve the IPP monitoring report.

**Motion** was made by Parker Sternbergh, seconded by Robert Showers and unanimously carried, to adjourn the meeting at 1:28 p.m.

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Judith Haspel, LCSW  
Chairperson

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Carla Moore, LMSW  
Secretary-Treasurer