

**Minutes of the Meeting of the
Louisiana State Board of Social Work Examiners
September 17, 2021**

Ruth Weinzettle, LCSW, Chairperson, called the meeting to order at 8:30am on Friday, September 17, 2021. The meeting was conducted at the Board office and streamed via video conference and all interested parties were provided the information to join the meeting. The allowance of a video conference is authorized by Proclamation 30 JBE 2020, Section 4 as extended by subsequent executive proclamations including 75 JBE 2020. Emily DeAngelo, Administrator, and Sheri Morris, Legal Counsel, were present for the meeting.

Carla Moore, LMSW, conducted roll call. Board members present at the time of roll call included Evan Bergeron, Consumer Member, Ruth Weinzettle, LCSW, and Carla Moore, LMSW. Hyacinth McKee, LCSW, and Ada Nelson, RSW, participated via videoconference.

Jamie Barney, LCSW, arrived at 8:33am.

Members of the public in attendance that we are aware of are on the attached list.

AGENDA

Motion was made by Evan Bergeron, seconded by Carla Moore and unanimously carried, to approve the agenda as presented.

PUBLIC COMMENTS

Evan Bergeron provided explanation of public comments and continuing education. Public comment can be made during the meeting or submitted in advance of the meeting to edeangelo@labswe.org. The public comment must pertain to an item on the agenda and persons are allowed two minutes per comment.

Attendees of the public portion of both the board meeting and strategic planning meeting can obtain 1 hour of continuing education in ethics and 1 general hour of continuing education. A certificate is available at <https://www.labswe.org/board-member-meetings-and-agendas/> for you to save and upload to next year's renewal workflow or in your digital wallet.

There were no public comments.

MINUTES

Motion was made by Carla Moore, seconded by Evan Bergeron and unanimously carried, to approve the minutes of the meeting held August 20, 2021. There were no public comments regarding the minutes.

CORRESPONDENCE

Katrina Billiot, LMSW

Motion was made by Jamie Barney and seconded by Hyacinth McKee to approve the request submitted by Katrina Billiot for a waiver of the 90-day wait to retake the LCSW exam. There were no public comments relevant to this matter. The motion was unanimously carried.

BOARD/STAFF MATTERS

Moment of Silence in memory of Brent Villemarette, LCSW-BACS

Announcement of Vacancy on Board

Emily DeAngelo advised board members that an email blast was sent to notify licensees of the board vacancy (RSW, LMSW, or LCSW) with instructions to apply. Deadline for applications September 29, 2021.

Office Workflow and Staffing

Emily DeAngelo provided a verbal report on staffing and workflow. She advised that Kelly Sicard began employment September 13th. Staff are currently working to complete annual renewals that were submitted on paper. Intend to start answering phone calls again next week. Board members were informed that Hurricane Ida hindered work due to loss of power and internet at LABSWE office for a week. Governor Edwards issued a proclamation suspending lapse in licenses through September 24, 2021. Anticipate that all social work licenses that were submitted by the deadline will be reviewed for verification by LABSWE office staff prior to September 24, 2021.

ASWB Review & Process 90 Day Wait Waiver Requests

A September 7, 2021, communication from ASWB informs that the waiting period between testing exists for security reasons and benefits candidates by setting aside time to prepare for the next attempt to pass the exam. Candidates whose exam score is within five correct answers of the passing score may request a waiver of the waiting period. In addition, the candidate must submit a letter from the employer stating that the candidate's job is in jeopardy without a passing exam score.

ASWB has agreed to expand the definition of job jeopardy to include candidates who are not able to gain employment without a license. ASWB offered to review and process waiver requests on board's behalf if authorized to do so.

Motion was made by Carla Moore, seconded by Evan Bergeron to authorize ASWB to complete reviews for 90 day wait waivers. This authorization is being made with the understanding that in the future, LABSWE may choose to resume control of the review of waiver requests. There were no public comments relevant to this matter. The motion was unanimously carried.

ASWB Delegate Assembly (November 19-20)

Motion was made by Hyacinth McKee, seconded by Evan Bergeron to select Ruth Weinzettle as the LABSWE delegate. There were no public comments relevant to this matter. The motion was unanimously carried.

Motion was made by Evan Bergeron, seconded by Hyacinth McKee to select Emily DeAngelo as the LABSWE alternative delegate. There were no public comments relevant to this matter. The motion was unanimously carried.

The ASWB Delegate Assembly was scheduled to be held in New Orleans, but due to continuing concerns with COVID-19 will be held virtually. Carla Moore will be in Virginia for the assembly as a member of the ASWB Delegate Assembly Board of Directors.

FINANCIAL

Motion was made by Carla Moore and seconded by Evan Bergeron to accept the Financial Statements for the periods ending April 30, 2021 and May 31, 2021 prepared by Robert Furman, CPA. There were no public comments relevant to this matter. The motion was unanimously carried.

Motion was made by Hyacinth McKee and seconded by Carla Moore to authorize Emily DeAngelo to purchase plastic file boxes for storage of files which are categorized as permanent records. There were no public comments relevant to this matter. The motion was unanimously carried.

EXECUTIVE SESSION

Motion was made by Carla Moore, seconded by Evan Bergeron and unanimously carried, to go into Executive Session at 9:04 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/or to discuss prospective litigation.

Votes for going into Executive Session: Ruth Weinzettle, yes; Jamie Barney, yes; Hyacinth McKee, yes; Evan Bergeron, yes; Carla Moore, yes; and Ada Nelson, yes.

Motion was made by Evan Bergeron seconded, by Carla Moore and unanimously carried, to come out of Executive Session at 1:02 p.m.

Hyiancith McKee arrived virtually at 1:05 p.m.

Consent Agreement and Order

Madeline Carbonette, Assistant Attorney General, presented a Consent Agreement and Order for Jacqueline Woods, LCSW-BACS.

Motion was made by Evan Bergeron and seconded by Carla Moore to accept the Consent Agreement and Order #2021-66 CW 2021-72. There were no public comments relevant to this matter. The motion was unanimously carried.

Compliance Hearing

There was a compliance hearing conducted in Executive Session for Michele Guidry, LCSW. The hearing panel included Evan Bergeron, Hyacinth McKee, and Jamie Barney. David Aden was present representing the respondent.

The hearing panel reported that the respondent waived the 15-day deadline for a response to submit additional information for the hearing panel's review. This matter will remain open until the October board meeting.

Impaired Professional Program

Motion was made by Evan Bergeron and seconded by Carla Moore to accept the written IPP report provided by IPP Manager, Kathie Pohlman. There were no public comments. The motion was unanimously carried.

Pending Complaints

The Board was notified that the hearing in the matter of Administrative Complaint #2020-111 is continued to December 10, 2021.

Applications

Motion was made by Jamie Barney, seconded by Evan Bergeron to deny the LCSW by reinstatement application submitted by Aaron Daniels, MSW, and to offer a compliance hearing. There were no public comments relevant to this matter. The motion was unanimously carried.

Motion was made by Evan Bergeron and seconded by Carla Moore to approve the application submitted by Sharman James, MSW, and to issue approval to sit for the ASWB Masters exam. There were no public comments relevant to this matter. One opposition vote by Jamie Barney. The motion was carried.

Motion was made by Evan Bergeron, seconded by Hyacinth McKee to table the request submitted by Jasmine Nelson, LMSW, to sit for the ASWB Clinical exam pending receipt of court documents. There were no public comments relevant to this matter. The motion was unanimously carried.

Motion was made by Evan Bergeron, seconded by Carla Moore and unanimously carried, to approve the following applications for Registered Social Work. There were no public comments on this matter.

Adams, Gabrielle
Alexander, Tyja
Baker, Ashley
Berry, Megan
Cheneau, Brittani
Crawford, Special
Franklin, Cotrina
Gainer, Tekana
Grigsby, T'Niya

Harrison-Lewis, Courtenay
Hunt, Dirnelda
Jacobs, Billyona
Jenkins, Rodisha (Rein.)
Kindells, Destiny
Maricle, Jaelyn
Moncriffe III, Richard
Negrete, April
Robertson, Asha
Robinson, Brandy (Rein.)
Rodriguez, Marlene
Seay, Nicole
Toporek, Michal
Traylor, Tasia
Whitley, Andrea

Motion was made by Carla Moore, seconded by Evan Bergeron and unanimously carried, to approve the following applications for Licensed Master's Social Work, issue Certified Social Work credential and approval to take the ASWB Masters exam. There were no public comments on this matter.

Allen, Mictissa
Ballance, John
Broussard, Aiesha
Brown, Mary (passed M exam)
Bruyninckx, Amanda
Cannon, Chasity (Matthews)
Colbert, Nia
Darnell, Bethany
Dehart, Sandra
Nakisha Farria
Garcia, Kourtney
Gonzales, Gregory
Hodges, Kristie
Jackson, Jada
Jarreau, Taylor
Klein, Dana
Kraus, Haley
Lancon, Sydney
Lee, Tarsha
Lewis, MaKayla
Lipscomb, Jenna
Maxwell, Carrie
Miller, Alexandra
Owens, LeChundra
Payne, Kimberly (Rein.)
Ragas, Hannah

Rogers, Heather
Ukpabi, Courtney
Varner, LaKisha
Winter, Cara

Motion was made by Evan Bergeron, seconded by Carla Moore and unanimously carried, to approve the following applicants to sit for the ASWB Clinical Exam. There were no public comments on this matter.

Cox, Jami
Crouse, Keara
Eisenstat, Miriam
Engermann, Margaret
Fuhrman, Sarah
Griffin, Shalandrea
Hicks, Caitlin
Johnson, Brandi
Joubert, Victoria
Kleinpeter, Alicia
Lee, Jessica
Nugent, Tonya
Sheldon, Melissa
Spears, Letisha
Talley, Christine
Williams, Victoria

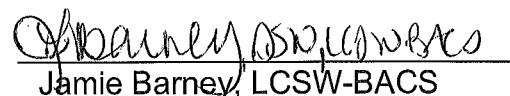
Motion was made by Evan Bergeron, seconded by Carla Moore and unanimously carried, to approve the following applicants for LCSW through endorsement. There were no public comments on this matter.

Brahmbhatt, Divya (End- TX)
Fields, Gidget (End- VA)
Gonzales, Edith (End-NY)
Harris, Candace (End-NC)

Motion to adjourn by Evan Bergeron, seconded by Carla Moore. There were no public comments on this issue.

Meeting adjourned at 1:16pm.


Ruth Weinzettle, LCSW-BACS
Chairperson


Jamie Barney, LCSW-BACS
Secretary-Treasurer

08:26:20 From Sandra Turner to Hosts and panelists : Good Morning all.
08:44:13 From Ayn Stehr to Hosts and panelists : Could you repeat ASWB
decision - my audio went out.
08:46:19 From A1102907 Alfreda Carter to Hosts and panelists : Alfreda
Carter
08:48:05 From Taisha White : Good morning everyone 😊
08:50:46 From Makayla Roberson : Good morning!!
08:51:02 From Adriana Cooper to Hosts and panelists : Good morning
08:51:43 From Allison Patterson : Good morning 😊
08:54:07 From Jhazzman Martin : Morning! Happy Friday all!
08:56:20 From Cheri Nyegaard-Holbrook : Good morning!
09:01:41 From Khaina Patterson : Good morning!
09:03:17 From Emily Vincent to Hosts and panelists : Good morning!
09:03:55 From kcoleman : Good Morning! :)

**Minutes of the Strategic Planning Meeting of the
Louisiana State Board of Social Work Examiners
September 17, 2021**

Ruth Weinzettle, LCSW, Chairperson, called the meeting to order at 1:17 p.m. on Friday, September 17, 2021. The meeting was conducted at the Board office and streamed via conference and all interested parties were provided the information to join the meeting. The allowance of a video conference is authorized by Proclamation 30 JBE 2020, Section 4 as extended by subsequent executive proclamations including 75 JBE 2020. Emily DeAngelo, Administrator, and Sheri Morris, Legal Counsel, were present for the meeting.

Carla Moore, LMSW, conducted roll call. Board members present at the time of roll call included Evan Bergeron, Consumer Member, Ruth Weinzettle, LCSW, and Carla Moore, LMSW. Hyacinth McKee, LCSW, and Ada Nelson, RSW, participated via videoconference.

Members of the public in attendance that we are aware of are on the attached list.

AGENDA

Motion was made by Evan Bergeron, seconded by Jamie Barney and unanimously carried, to approve the agenda.

PUBLIC COMMENTS

There were not any public comments.

POLICY AND PROCEDURE MANUAL

Policy and procedure manual needs to be revised and updated.

Motion was made by Evan Bergeron, seconded by Carla Moore and unanimously carried, to establish a three-person ad hoc policy and procedure committee. There were no public comments.

Ruth Weinzettle appointed Jamie Barney, Carla Moore and Emily DeAngelo to serve on the committee.

STANDING COMMITTEES

Board members discussed and agreed that there should be two standing committees, the Rules Committee and Legislation Review Committee. Evan Bergeron suggested that appointments to committees be made annually and that persons have an opportunity to express interest in joining committees. It was recommended that a description of committees be added to the policies and procedures manual. No further action taken at this time relative to standing committees.

CERTEMY CONTRACT REVIEW

Emily DeAngelo, Administrator, provided an update on Certemy. Certemy's maintenance window time needs to be added to the website. Certemy still not have a date established for the authorize.net integration. This integration will remove the step of licensees uploading a receipt for paying the licensing/renewal fee. The configuration change for the pop up asking if the CEU being entered should be duplicated has taken place. The ability to edit CEUs is set up for the 2022 renewal period. The disciplinary action has been added to the search feature, but the publications have not been uploaded because LABSWE staff is not available to do so at this time. Other issues that have been observed include problems with the issuance of license numbers and other glitches. A product change request has been submitted by Mary Alice Olsan, Certemy Senior Vice President of Client Services to Certemy administration.

When users complete their renewal, they are assigned a renewal workflow. Licensees who completed the renewal prior to the configuration change in 2021 will have CEUs entered into the old configuration when they renew in 2022. Licensees who renewed after the configuration change will have the new workflow during the 2022 renewal period. In order for all licensees to have the same configuration, all CEU information that licensees have uploaded for the current collection period would be erased. Board suggested that all licensees having the same configuration may be the better option if configuration changes can be completed within a reasonable amount of time. Board requested a date from Certemy by which the configuration changes would be made.

Information that contributed to the change from Covalent to Certemy. Covalent did not have an option in their package for supervision and disciplinary modules and there was a bid put in for the cost of development of those modules; there were ongoing issues with CSW licensure and ethics being required every other year; and there was an issue with staff turnover so there was a need to repeatedly educate Covalent staff on LABSWE needs. Certemy presented supervision and discipline modules that were not offered by Covalent and played a role in the decision to transition to a different platform. The disciplinary module has not been rolled out for LABSWE.

Review of the contract demonstrated that LABSWE is currently entering year two of a five year contract with Certemy. The contract period is October 1 to September 30 so an invoice will be received for cost of year two of the platform. Part 9 of the contract, Termination, states that information regarding a breach of contract must be submitted and Certemy must be given time to address it. Issues with Certemy will be documented in writing and submitted to board attorney prior to September 24, 2021. That information will be consolidated by the board attorney and sent to Certemy so that LABSWE's issues with the system are clearly communicated in writing.

Public comments on the issue were heard.

LABSWE OFFICE RESPONSE TIME TO LICENSEES/PUBLIC

Prior to issues with LABSWE staffing, response time to inquiries from the public was 48 hours. Currently, LABSWE has requested that inquiries to the Board are submitted by email. Board office states anticipation that response time is improved as new staff persons are trained. The Board thanked the public for their patience.

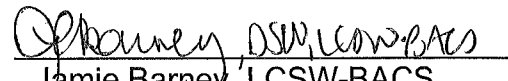
PUBLIC COMMENTS DURING MEETINGS

During ongoing COVID emergency public participation for LABSWE meetings is remote. LABSWE Board attorney counseled that current legislation does not directly address. Generally, board is required to record virtual meetings, allow comments, and include that in meeting records.

LABSWE board attorney recommended that the State Bond Commission Public Comment Rules be used as a guideline to develop proposed rules for public comments to be added to the Rules, Standards and Procedures for social workers. The Rules Standing Committee will review this document for incorporation into LABSWE rules.

Motion was made by Evan Bergeron, seconded by Ada Nelson and unanimously carried, to adjourn the meeting. The meeting adjourned at 2:32pm.


Ruth Weinzettle, LCSW-BACS
Chairperson


Jamie Barney, LCSW-BACS
Secretary-Treasurer

12:59:29 From Sandra Turner to Hosts and panelists : Good afternoon all.

13:02:13 From Allison Patterson to Hosts and panelists : Good afternoon

13:05:41 From Dr Hyacinth McKee to Hosts and panelists : Im on please make me a panelist

13:11:22 From carmen Weisner to Hosts and panelists : Good afternoon

13:32:01 From Cafie M Doucette : Good Evening,

13:36:59 From Cafie M Doucette to Hosts and panelists : My name is Cafie M Doucette-Marks, how can I get my certificate from board meetings, and will my ETHICS CEU'S Automatically be counted due to my ending date is next year? Can someone Please help? email: cafiedgreat@yahoo.com.

13:37:24 From Jerchelle simmons to Hosts and panelists : So do we have to wait till next year to delete a mistaken input CEU ?

13:39:17 From jms to Hosts and panelists : yes please clarify!

13:41:41 From Deborah Ott to Hosts and panelists : Could those of us that have entered delete those CEUs we have entered so we all can be updated?

13:46:26 From UNOCS Outreach to Hosts and panelists : I'm so glad this is being discussed! Thank you!

13:47:13 From carmen Weisner to Hosts and panelists : Eventually if these issues are not fixed this may face appearance before legislative committee. This would not be in anyone's best interest

13:48:11 From Sandra Turner to Hosts and panelists : Certemy may issue a placeholder or temp # and allow Board to be the official issuer of license #s which is maintained through RSW, LMSW, through LCSW AND LCSW-BACS.

13:48:48 From Allison Patterson to Hosts and panelists : I appreciate the board addressing the Certimy issue. As a licensee - the renewal process was quite frustrating and time consuming this year on this new platform.

13:55:45 From Tiffany Henderson : Can Ms. Emily please call me at 3187924346

13:56:29 From Tiffany Henderson : I have been emailing and calling asking questions

14:04:47 From Melissa Cornett to Hosts and panelists : Thank you for your hard work Emily! I empathize with you. Navigating tech companies and platforms is extremely difficult.

14:15:05 From carmen Weisner to Hosts and panelists : So if they have not met some deliverables is there not a fiscal penalty or the ability to hold funds in escrow until contract deliverable are obtained

14:31:18 From Cafie M Doucette : Can Ms. Emily call 504 205 - 5940 Please Thank you Respectfully