

Louisiana State Board of Social Work Examiners
Policy & Procedure Committee Meeting Agenda
August 12, 2023 at 9:00 a.m.

18550 Highland Road, Suite B, Baton Rouge, LA 70809

DUE TO SPACE LIMITATIONS THE PUBLIC IS REQUESTED TO PARTICIPATE VIA VIDEOCONFERENCE.

Register in advance for this webinar by copying this link and pasting to your web browser:

https://sola-bswe.zoom.us/webinar/register/WN_oVS_nysURKKJmieN2PgFVA

This link is accessible at www.labswe.org under About Us > Board Meeting Minutes and Agendas.

After registering, you will receive a confirmation email containing information about joining the webinar.

A public comment period will be permitted for each agenda item requiring a vote from the committee. Members of the public who wish to provide public comment must use the “raise hand” function to be recognized by the Chair. Any one person may provide public comment only once per agenda item. Public comments are limited to two minutes per speaker. Public comments are limited to the item being considered. The Chair may disregard or terminate any public comment that does not comply with this paragraph.

If you are unable to attend the meeting but wish to make a public comment you can email your comment to edeangelo@labswe.org. The email must be received by 5:00 p.m. on August 10, 2023 and pertain to an item on the agenda.

Attendees the meeting can obtain general continuing education hours. The number of hours is determined by the length of the meeting. An email regarding continuing education credit will be sent within 30 days following the meeting.

- A. Call to Order
- B. Roll Call
- C. Adoption of Agenda
- D. Old Business – matters with drafts for review
 1. Policies and procedures that address budgeting, purchasing, disbursements, receipts/collections
 2. Policies and procedures that address contracting, credit cards, travel/expense reimbursement, payroll & personnel
 3. Policies and procedures that address ethics and sexual harassment training
- E. New Business
 1. Disaster planning and business continuity
 2. Board Member Handbook
 3. Other suggestions from committee members
- F. Schedule Next Meeting