

**MINUTES  
VIRGINIA BOARD OF SOCIAL WORK  
MAY 9, 2003**

The Virginia Board of Social Work meeting was convened at 10:20 a.m. on Friday, May 9, 2003 at the Department of Health Professions, 6603 West Broad Street, 5<sup>th</sup> Floor, Conference Room 1, Richmond, Virginia. Fredrick Weston, Chair, called the meeting to order.

**BOARD MEMBERS PRESENT:** Fredrick D. Weston  
Sharon Ekleberry  
Valerie Carter-Williams  
George Offerman  
William Russell

**BOARD MEMBER ABSENT:** Sue Howington  
Anne R. Keast

**STAFF PRESENT:** Evelyn B. Brown, Executive Director  
Benjamin Foster, Deputy Executive Director  
Arnice Covington, Administrative Assistant  
Howard Casway, Assistant Attorney General  
Elaine Yeatts, Agency Regulatory Coordinator

**GUEST PRESENT:** Debra Riggs, Executive Director, National Association of Social Work Boards, Virginia Chapter

**PUBLIC COMMENT PERIOD**

Mr. Weston opened the floor to comment from the public. Ms. Riggs commented on several issues regarding NASW.

**MINUTES**

Mr. Offerman noted the following correction for the February 21, 2003 minutes: page two, paragraph seven (7), line two (2) should read: take the exam after graduation or the completion of the supervised experience. The Board accepted the change.

## **REPORTS**

### **Chair's Report – Fred Weston**

Mr. Weston reported on the Association of Social Work Boards (ASWB) Spring Education Meeting that was held May 1-4, 2003 in Buffalo, New York. The Fall Conference is scheduled for November 7-9, 2003 in Colorado Springs, Colorado.

### **Executive Director Report – Evelyn B. Brown**

Ms. Brown discussed new laws that might affect the Board when they become effective July 1, 2003.

Ms. Brown advised the Board that sometimes there is a need for immediate action to be taken against a licensee of the Board, and the Disciplinary Chair or a member of the Board may not be readily available for signing the required documents. Following discussion, Mr. Russell moved that Ms. Brown be given authority to sign documents for the Board of Social Work whenever a disciplinary issue arises that needs an immediate signature. The motion unanimously carried.

### **Discipline Committee – Sharon Ekleberry**

Ms. Ekleberry reported that the Board currently has 16 complaints in investigations, five (5) cases at board level, and one (1) informal conference have been held since the last meeting. No cases were returned to Enforcement for additional information.

### **Board of Health Professions – William Russell**

Mr. Russell reported that the Committee on Enforcement had recently been activated. It was noted that among the boards, the Behavioral Science Boards are among the boards with the lowest number of complaints.

### **Regulatory Review – Benjamin Foster/George Offerman**

The Board was briefed on staff correspondence with the Association of Social Work Boards and the National Association of Social Workers concerning the counting of continuing education hours. Staff received several telephone calls from licensees and wrote to ASWB and NASW, as they provide approval to vendors for continuing education courses. Staff reminded the organizations that the Board Regulations specify the amount and number of hours that may be obtained in the two categories.

Ms. Debra Riggs, Executive Director of NASW – Virginia Chapter, was present and asked several questions concerning continuing education requirements. She acknowledged receipt of staff correspondence and NASW's commitment to follow the Board's regulations.

Staff briefed the Board on the licensure renewal form that was mailed on Tuesday, May 6, 2003. This is the first renewal requiring the completion of continuing education.

Staff reviewed the audit process that will be used to insure compliance with the continuing education requirement. Board Chairman, Fredrick Weston, directed that the Continuing Education Committee (William Russell and George Offerman) meet prior to the next meeting to formulate "a Board guidance document" to address continuing education compliance issues.

The Board discussed written comment received during the public comment phase of its "Proposed Regulations" to amend current regulations. As a result of comment received as well as clarification concerns, Mr. Russell moved that the Board rewrite the proposed language included in the "Proposed Regulations." The motion carried.

Following discussion, the Board scheduled a meeting for July 25, 2003 to present and vote on new language. Staff will work with Assistant Attorney General Howard Casway, and the Agency Regulatory Coordinator, Elaine Yeatts, to reformulate the proposed language to incorporate the concerns. The Board has until September 8, 2003 to submit "Final Regulations" as part of the current regulatory review process.

#### **Newsletter Committee – Anne Keast**

Staff will check the status of the material and mail a newsletter as quickly as possible.

#### **Examination Changes – Arnice Covington**

Ms. Covington reported that from February 21 through April 28, 2003, 54 candidates sat for clinical licensure exam; 17 of those candidates were not successful. In addition, there were nine (9) candidates who were successful on the basic level exam.

Ms. Covington also reported currently there are three locations in Virginia to sit for examinations: Richmond/Goochland (J. Sargeant Reynolds Community College), Hampton, and Lynchburg.

#### **Old Business**

Mr. Weston discussed a letter that was received from Joseph P. Lynch, LCSW, regarding MSW graduate students being able to take the examination during their last semester of the program. Following discussion the Board decided to take no action at this time.

## **New Business**

### **Election of Officers**

Mr. Weston nominated Sharon Ekleberry for Chair and George Offerman for Vice Chair. Mr. Russell moved to close the nominations. Ms. Ekleberry was elected Chair and Mr. Offerman, Vice Chair.

Mr. Weston thanked Mr. Russell for his hard work during his tenure on the Board. Mr. Weston also acknowledged Ms. Sue Howington for her work during her tenure.

The meeting adjourned at 1:55 p.m..

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Fredrick D. Weston, Chair

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Evelyn B. Brown, Executive Director