

**MEETING MINUTES  
TENNESSEE BOARD OF SOCIAL WORKER LICENSURE**

**DATE:** October 27, 2016  
**TIME:** 9:00 a.m. CDT  
**LOCATION:** Iris Room, Ground Floor  
665 Mainstream Drive  
Nashville, TN 37243

**BOARD MEMBERS**

**PRESENT:** Julia Axley, LBSW/Secretary  
Vicki Gardine Williams, LAPSW  
Ann-Marie Buchanan, LMSW  
Tara Watson, LCSW  
Elizabeth Randall, LCSW  
Robert Zylstra, LCSW  
Kenya Anderson, LMSW  
Karen A. Armstrong, Citizen Member

**BOARD MEMBERS**

**ABSENT:** Amy Smith, LBSW

**STAFF PRESENT:**

Christi Stacey, Board Administrator  
Teddy Wilkins, Unit Director  
Todd Pinckley, Assistant General Counsel

Ms. Axley called the meeting to order at 9:10 a.m. A roll call was conducted and a quorum was present.

**Election of Board Chair**

Board Member Adrienne Newman had resigned as chair at the previous meeting in July. Therefore the board held an election of a new chair. Motion was made to nominate Julia Axley as chair by Mr. Zylstra, seconded by Ms. Buchanan. Motion passed, none opposed.

As Ms. Axley had held the secretary seat, the board also elected a new secretary. Ms. Axley nominated Ms. Williams as secretary, seconded by Ms. Buchanan. Motion passed, none opposed.

## **Minutes**

Mr. Zylstra made a motion to accept the July 28, 2016 minutes, seconded by Ms. Buchanan. The motion carried.

## **Office of General Counsel**

Mr. Pinkley stated the disciplinary actions as of October 25, 2016 were three (3) cases in OGC against the Board's licensees. One (1) of which: Curtis Miller is scheduled to be resolved by Consent Order today.

The proposed changes to the rules discussed at the last board meeting have been made, and were done without having to have pulled them out of internal review. There were no policy statements, or legislation pending at this time.

The consent order for **Clifford Miller** stated he had a dual relationship and agreed in the consent order to nine (9) hours of CEU's and a reprimand. The board had a few questions to Mr. Pinckley concerning the specifics of a dual relationship and the boundaries. Ms. Buchanan made motion to accept the order, Ms. Watson seconded the motion. Ms. Randall abstained. The order was accepted.

## **Investigative Report**

Ms. Dorroh with the office of investigations gave her report beginning with the Licensed Clinical Social Workers, stating there are currently seven (7) complaint cases. The last review had been in September, and the next review scheduled for mid-November. Licensed Masters Social Workers currently had three (3) open complaints with their next review also to be held in November. The licensees that were currently being monitored were less than usual as the majority of the orders had been recently ratified earlier within the year, the department was currently following up to verify they were in compliance with the orders.

## **Administrative Report**

Ms. Stacey gave the Administrative Report to the board stating that as of October 24, 2016 there are 677 LBSWs; 2655 LMSWs; 288 LAPSWs and 2576 LCSWs. Ms. Stacey also gave the number of licensees that retired between the dates of July 26, 2016 and October 24, 2016: there were three (3) LBSW, thirty four (34) LMSWs, no (0) LAPSW and eight (8) LCSWs. Ms. Stacey reported eighteen (18) LBSWs, forty two (42) LMSWs, one (1) LAPSWs and eleven (11) LCSWs licenses expired during that timeframe. Ms. Stacey gave the breakdown of each level of licensure for the last quarter within that same time period that were newly licensed, applications received, expired and voluntarily retired.

Ms. Stacey gave the planned board meeting dates for the upcoming year (2017)

February 2-3, 2017  
May 4-5, 2017  
July 27-28, 2017  
October 26-27, 2017

### **Continuing Education Agreed Citations**

Mr. Zylstra made a motion, seconded by Ms. Buchanan, to approve the Agreed Citation for **Sharon H. Easterly**. Ms. Easterly had completed the six hours deficient CE, and paid the one hundred dollars (\$100.00) audit fine. The motion carried.

Ms. Buchanan made a motion, seconded by Ms. Zylstra (modified to correct typo of ethics amount), to approve the Agreed Citation for **Georgana M. Novinger**. Ms. Novinger had completed the twenty four (24) deficient CE hours to include **six (6)** hours in ethics, and paid the one hundred dollars (\$100.00) audit fine. The motion carried.

Mr. Zylstra made a motion, seconded by Ms. Buchanan, to approve the Agreed Citation for **Jenny Essenmacher**. Ms. Essenmacher chose to retire the license, understanding she still had to pay the audit fine of one hundred dollars (\$100.00) and should she ever decide to bring the license out of retirement she would have to complete the deficient continuing education hours in addition to the CE's usually required for a reinstate from retired.  
The motion carried.

### **Newly Licensed**

Mr. Zylstra made a motion, seconded by Ms. Buchanan, to approve the following LBSWs for licensure: the motion carried

**Mary R. Crockett**  
**Courtney J. Kolb**  
**Shrika McDonald**

**Audrie M. Nicholson**  
**Melody Russell**

Ms. Buchanan made a motion, seconded by Ms. Watson, to approve the following LMSWs for licensure:

**Anna M. Albonetti**  
**Chelsea N. Atzinger**  
**Jessica S. Barron**  
**Lauren Beem**  
**Angela M. Boring**  
**Alyssa B. Brandon**  
**Tina M. Brown**  
**Jonathan P. Buffington**  
**Lauren G. Caldwell**

**Ashley E. Allen**  
**Katherine N. Barnes**  
**Heather N. Bay**  
**James Q. Bennett**  
**Derek S. Bowers**  
**Linda H. Brown**  
**Marlon J. Buckley**  
**Lisa P. Burdette**  
**Artice B. Carter**

**Diana R. Casella  
Shemeka Cherry-Jackson  
Tyler W. Clemmons  
Ramaia A. Coleman  
Samantha D. Colgate  
Jennifer Nicole Copley  
Devon J. Crisman  
Marylawson Stephens Day  
Sherry L. Eaton  
Kristin F. Evans  
Amber Faulk  
Janet P. Franks  
Lindsey L. Gafford  
Erica G. Gehle  
Clara Glueck  
Hannah M. Grasman  
Michael L. Green  
Taylor R. Hartman  
Joda K. Hisle  
Amanda C. Hughs  
Khelia C. Johnson  
Megan E. Jones  
Shanna R. Kraai  
Kathryn M. Lea  
Tammy L. Little  
Cheryl E. Locastro  
Erica L. Lounder  
Stacey L Mann  
Mitchell R. McDonald  
Patrick M. Meehan  
Michael W. J. Messmer  
Mary L. Millsaps  
Cathi L. Moore  
Taylor N. Nelson  
Betsy Pack  
Meagan L. Pearson  
Anne M. Pirtle  
Meyoshia Powell  
Meredith M. Prosak  
Lauren E. Reed  
Ginger L. Rios Baez  
Lauryn A. Rosato  
Darla R. Roundtree  
Cynthia Runions  
Catherine L. Schultz  
Mary K. Shires**

**Andrew P. Chapman  
Allison Clawson  
Bonnie S. Coffey  
Tracie L. Coleman  
Christi J. Collins  
Connie A. Cribbs  
Lauren M. Criswell  
Amanda E. Dunn  
Jordyn N. Endicott  
Thomas J. Farr  
Caleb J. Fischer  
Amanda Rose Frye  
Lindsey J. Gagnon  
Eugene Gillen  
Sonya C. Goodrich  
Alexandra A. Gray  
Daniel J. Griggs  
Meagan E. Hinds  
Kandace D. Hixson  
Amy D. Hulings  
Mary M. Johnson  
Whitney B. King  
Alice H. Labour  
Chelsea G. Ledbetter  
Stephanie B. Livesay  
Capri Lofaro  
Anthony W. Mak  
Meredith Leigh Martin  
Katie D. McMickin  
Christopher C. Mertz  
Alexander Marie Miller  
Jenna M. Monforte  
Lauren M. Mourier  
Kathryn G. Norris  
Melanie N. Patterson  
Rice A. Pierce Jr.  
Patricia L. Plaisance  
Elizabeth P. Preuss  
Kelly E. Rao  
Keyva Riley  
Falon A. Roberson  
Shalanda Rose-Snearley  
Kimberly J. Rovane  
Victoria P. Ryans  
Stacie A. Scott  
Kristy D. Snipes**

**Katie Sokol  
Rebecca Griffin Stewart  
Angel O. Terrazas  
Tasheba L. Thornton  
Karissa M. Tillotson  
Tiffany R. Turner  
Daniel G. Waites  
Philip G. Ward  
Vicki A. Wenke  
Nicova R. Williams  
Caroline G. Wright**

**Sherrell F. Steele  
Nancy K. Strickler  
Chelsea J. Thomas  
Rachel E. Throne  
Taylor A. Tithof  
Julie D. Vest  
Erica Walker  
Jerry Watson  
Elizabeth M. Whitwell  
Kayla M. Wilson**

The motion carried.

Ms. Buchanan made a motion, seconded by Ms. Watson, to approve the following LAPSWs for licensure:

**Dean M. Sparks**

The motion carried.

Ms. Buchanan made a motion, seconded by Ms. Watson, to approve the following LCSWs for licensure:

**Cicely B. Alvis  
Tarrah L. Bonaparte  
Krystal L. Bryant  
Autumn L. Carusillo  
Laura E. Clevinger  
Barton Davis  
Carol L. Dotson  
Mark D. Driskill  
Bethany J. Fiala  
Victoria T. Furstenau  
Stacy R. Hillenbrand  
Cierra N. Jordan  
John W. Lancaster  
Christina A. Osborne  
Joy M. Parrish  
Sheri L. Richardt  
Leigh A. Short  
Emily B. Sparks  
Brian A. Teal  
Ashley M. Vanalstyne  
Annie Daniel Warren**

**April D. Bailye  
Suzanne A. Brown  
Julie Burton  
Sarah N. Cremak  
Emily J. Cobb  
Devorah E. Donato  
Karen E. Dotson  
Sarah C. England  
Jamarr J. Funderbrg  
Kristina M. Gilley  
Shelby W. Johnson  
Jessica G. Krepp  
Mallory D. Morris  
Kristy W. Parkerson  
Christina R. Perkins  
David R. Sheilds  
Anna M. Snyder  
Irena Stjepic  
Holly A. Toensing  
Kristin G. Wakefield  
Takisha M. Woolfolk**

The motion carried

**LCSWs Approved to sit for Exam**

Mr. Zylstra made a motion, seconded by Ms. Williams, to approve the following LCSWs for licensure by exam:

**Sonya Applewhite  
Andrea Bell  
Lee Cavender  
Katherine Cornelius  
Susan Hundley  
Angela Lancaster  
Richard McDonald Jr.  
Jennifer Morgan  
Charlotte Ray  
Caire Timlin  
Clint Wheeler**

**April Armstrong  
Madison Brunswick  
Willie Copeland  
Penny Genous  
Ruthie James  
Valerie Martin  
Colleen Meersman  
Matthew McUmbert  
Darla Roundtree  
Megan Wellhausen**

The motion carried.

**Reinstatements**

Ms. Buchanan made a motion, seconded by Ms. Watson, to approve the following reinstated LBSWs:

**Kyree L. Smith**

The motion carried.

Ms. Buchanan made a motion, seconded by Ms. Watson, to approve the following reinstated LMSWs:

**Lisa P. Burdette  
Cynthia Runions**

**Darla R. Roundtree**

The motion carried.

Ms. Buchanan made a motion, seconded by Ms. Watson, to approve the following reinstated LCSWs:

**Kimberly H. Dafferner  
Valerie A. Schultz**

**Susan A. Roberts**

The motion carried.

## **Correspondence**

**Andrew Chapman LMSW #11044** submitted a letter of question to the board and was present to address the board in answering any questions the board may have in response. He wanted to ask if his current “form of personal work hours” would be permissible as clinical contact hours in working towards his clinical licensure. He discussed his employment situation and explained how he would be working for three separate mental health organizations, contracting his supervision outside of these organizations with a qualified licensed LCSW. The board after asking several questions said they “thought” they would fit the requirements but concluded they could not give him an absolute “yes” they would count as that could only be determined upon submission of his clinical application and review of his logged hours. The board did offer him some guidelines in conducting his clinical contact work and the documentation of such hours.

**Cathy Cavender LMSW #5699** submitted a letter inquiring whether or not she can count seventy (70) hours of supervision that she has already completed via phone, and going forward towards her clinical supervision hours to count towards the 100 hours that she will need in order to apply for her LCSW. Ms. Cavender stated issues she had encountered in acquiring supervision with a qualified LCSW as she lives in a rural area. The board referenced the rules in that it specifically says supervision must be done “face-to-face”. The board said in going forward they did not approve that supervision be continued by phone, but could be completed by other secure telehealth means that would provide face-to-face time. The board asked that Ms. Cavender submit a letter providing more information about the seventy (70) hours in question, showing the time frame in which they were completed, and giving details of the process in which they were done. The board also wanted to inquire if Ms. Cavender’s client notes for were sent to her supervisor for discussion prior to their phone meetings.

**Florence Sutton LMSW #6981** submitted a letter inquiring whether or not she can count supervision done via media conference i.e. “skype” towards her clinical supervision hours to count towards the 100 hours that she will need in order to apply for her LCSW. Ms. Sutton stated her work as a “traveling social worker” made it very difficult to attain supervision without having to remain stationary. The board again referenced the rules in that it specifically says supervision must be done “face-to-face” and that skype could not be considered as a secure means. The board suggested that Ms. Sutton may want to purchase a secure means of encrypted communication in staying within the realms of face-to-face meetings. The board also recommended that Ms. Sutton send her client notes to her supervisor for discussion prior to their phone meetings for better review.

**Ann-Marie Buchanan, board member** brought to the boards attention that Walters State Community College may be misleading students that had completed the social work classes and received their associate degree they are considered “social workers”. After much discussion between the board and legal counsel it was decided that Mr. Pinckley should send a letter of clarification on the licensing of social workers and use of title to the college’s board of regions.

**Stephanie Davis LBSW #262** submitted a letter requesting a waiver of CE requested from her due to a 2014/2015 audit. She explained in her letter here situation she had been a victim of domestic violence during that time period. Stating “all of her important papers in the home had been taken by the spouse”. She also provided general session’s criminal court documentation for abuse cases.

### **Request for CE Waivers**

The Board reviewed continuing education waiver requests from the following licensees who were licensed in 2016. Ms. Buchanan made a motion, seconded by Ms. Anderson, to approve the waiver requests.

**Twyla King - LMSW #9094 – Waive 2015**

**Vashelia Bachus – LBSW #1173 Waive 2015**

**Laura Mosedale – LMSW #10743 Waive 2016**

**Tabitha VanVranken – LMSW #10462 Waive 2016**

**Briana L. Roberson – LMSW #10477 Waive 2016**

The motion carried.

### **Discussion of Rule Making**

Mr. Pinckley reported that the changes discussed at the July meeting had been made and were currently awaiting the next step of approval.

### **Other Board Business**

Ms. Stacey had a question for the board that came to her as a last minute request. Deja Skeen, applicant for a baccalaureate license called requesting additional time to sit for her ASWB baccalaureate exam stating that she had scheduled her test date, but unexpectedly had to have surgery and missed the date. In the meantime her approval time had expired. She had tried (unsuccessfully) to attain documentation from her physician before the board meeting. Ms. Buchanan made a motion to allow her an additional month to sit for the exam providing she sends documentation from her physician. Mr. Zylstra seconded the motion. The motion carried.

Ms. Anderson mentioned the upcoming ASWB Spring Education Meeting April 26-30, 2017. Ms. Anderson believes her expenses will be covered by the ASWB because of her committee service, but if the fees are not paid by ASWB, she is requesting the board approve sending her. Ms. Buchanan and Ms. Axley would also like to attend. The board will table this request to be decided at the February board meeting.



Ms. Williams will be attending the Annual Fall Delegate to be held in San Diego, California meeting in November 17-19, 2016 as a delegate. Ms. Williams has been nominated to serve on the ASWB nominating committee. ASWB is covering the expenses as a nominee.

Motion was made to adjourn by Mr. Zylstra and seconded by Ms. Buchanan at 11:45 am.