



South Dakota Board of Social Work Examiners

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OFFICIAL BOARD MINUTES

Teleconference

February 5, 2021-12:00PM CST/11:00AM MST

Members Present: Karen Chesley, President
Michael Forgy, Secretary/Treasurer
Todd Herrboldt, Member
Jennifer Gray, Member
Sharon Stratman, Member (joined at 11:26AM)
Kim Brakke, Lay Member

Members Absent: Abby Rehorst, Lay Member

Others Present: Carol Tellinghuisen, Executive Secretary; Jill Lesselyoung, Executive Assistant; Brooke Tellinghuisen Geddes, Executive Assistant; Viki Isler, Amber Bruns, ABA Advisory Committee Members; Ryan Loker, Special Assistant Attorney General, DSS; Marilyn Kinsman, DSS, Brenda Tidball-Zeltinger, DSS, Dave Mendel, NASW-SD, Ryan Groeneweg, USD Center for Disabilities

Call to Order/Welcome and Introductions: Chesley called the meeting to order at 11:03AM MST.

Roll Call: Chesley requested Lesselyoung call the roll. Chesley, yes; Forgy, yes; Herrboldt, yes; Gray, yes; Brakke, yes. A quorum was present.

Corrections or additions to the agenda: There were no corrections or additions.

Approval of the agenda: Herrboldt made a motion to approve the agenda. Forgy seconded the motion. **MOTION PASSED** by roll call vote. Chesley, yes; Forgy, yes; Herrboldt, yes; Gray, yes; Brakke, yes.

Public Comment: Chesley called for any comments from the public. There were no public comments.

Approval of the Minutes from Board meeting December 4, 2020: Forgy made a motion to approve the minutes from December 4, 2020. Gray seconded the motion. **MOTION PASSED** by roll call vote. Chesley, yes; Forgy, yes; Herrboldt, yes; Gray, yes; Brakke, yes.

FY Financial Update: Lesselyoung reported fiscal year-end figures as of June 30 2020: revenue of \$125,998.64, expenses of \$90,663.81, and cash balance of \$226,136.17 and year to date figures as of December 31, 2020: revenue of \$94,024.60, expenses of \$51,685.71 and cash balance of \$268,475.06.

Update on Records Retention and Online Renewal System: Lesselyoung advised the contracts with Albertson Consulting have been approved and they will be contacting the Board office to set up a schedule to proceed forward with the new system. As part of the new system and records retention, the Board office would like to move forward with the local UPS store to begin scanning the current active licensee files. The quote for 1172 current active licensees is \$1.75/licensee for a total of \$2051.00. Herrboldt made a motion to approve the scanning bid with the UPS store. Forgy seconded the motion. **MOTION PASSED** by roll call vote. Chesley, yes; Forgy, yes; Herrboldt, yes; Gray, yes; Brakke, yes.

ASWB 2021 Education Conference-April 29-May 1, 2021-Virtual: All are encouraged to attend. The Board member exchange will be held on April 29. Chesley commented that continuing education would be available. The Board office will forward further information as it becomes available. Loker may be able to attend also.

Legislative Updates: Lesselyoung advised HB 1077, an act to provide for licensure by endorsement for certain licensed professionals and occupations passed the house. Tidball-Zeltinger advised the bill is to address licensure from other states. The purpose of the bill is to expedite licensure. They must still become licensed through our current mechanism; apply, pay the required fees, and be licensed in another state with like standards. The bill passed out of the house committee and during the process, the Behavior Analysts were added to the bill along with a couple other groups. Tellinghuisen had requested to add the Behavior Analysts and Funeral Director/Embalmers. The bill is meant to simplify the process and the point of the bill is to put the practices in place that have been working well during the executive order and make them permanent. Herrboldt commented that the Board has done a super job to license people from other states. Stratman joined the meeting at 11:26AM.

The Board discussed HB 1014, an act to establish uniform complaint and declaratory ruling procedure for agencies regulating certain professions and occupations. This establishes a complaint procedure which will operate similar to SDCL 1-26 with uniform procedures. A complaint that is not in the Board's jurisdiction can be rejected outright and it grants the authority to levy a \$500.00 fine. There are not changes to the standard process. A bill for reviewing criminal records by licensing boards and commissions was discussed as a concept but will not be introduced. There will be continued discussion over the next year.

Schedule next meeting date: The next meetings dates are set for calendar year 2021 as follows:

3/31, 4/16, 6/11, 8/13, 10/15, 12/10 @ 12:00PM CT/11:00AM MT

Executive Session Pursuant to SDCL 1-25-2: Stratman made a motion to enter executive session at 11:40AM. Forgy seconded the motion. **MOTION PASSED** by roll call vote. Chesley, yes; Forgy, yes; Herrboldt, yes; Gray, yes; Stratman, yes; Brakke, yes. Bruns, Stanley, Kinsman, Tidball-Zeltinger, Mendel and Groeneweg exited the meeting. The Board exited executive session at 12:12PM.

Complaints/Investigations:

#272-Gray advised the complaint is pending.

#273-Forgy advised the complaint is pending; just getting started.

CSW-PIP Supervision Contracts:

Herrboldt made a motion to approve the following contracts. Stratman seconded the motion. **MOTION PASSED** by roll call vote. Chesley, yes; Forgy, yes; Herrboldt, yes; Gray, yes; Stratman, yes; Brakke, yes.

Zomer, D.: Supervision with Vander Pol-Bailey beginning January 1, 2021.

Lazzell, T.: Supervision with Tobin beginning December 10, 2020.

Walker, J.: Supervision with Warner beginning December 3, 2020.

Wilcox, K.: Supervision with Gangle and Berard beginning December 14, 2020.

Harris, J.: Supervision with Ermish beginning January 18, 2021.

Wallace, J.: Supervision with Gales-Wenz beginning February 1, 2021.

Applicant #2021-1: Herrboldt made a motion to deny the request to take the CSW-PIP (ASWB clinical level examination) as the applicant does not meet the supervision requirements satisfactory to the Board. Chesley seconded the motion. Chesley, yes; Forgy, yes; Herrboldt, yes; Gray, yes; Stratman, yes; Brakke, yes. Applicant will be advised they may apply for licensure at the CSW level.

CSW-PIP Applicant Approvals:

The following applicants were approved for CSW-PIP licensure by Chesley. Stratman made a motion to ratify the following applicants as approved by Chesley. Forgy seconded the motion. **MOTION PASSED** by roll call vote. Chesley, abstain; Forgy, yes; Herrboldt, yes; Gray, yes; Stratman, yes; Brakke, yes.

Turner, Katherine
Combellick, Carter
Correa, Lena

Any other business coming in between date of mailing and date of meeting: Isler had requested to share that USD is starting a certification program for those that hold a master's degree for BCBA. Lifescape is working with USD for supervision requirements for that. The program starts in the Fall. Ryan Groeneweg with the USD Center for Disabilities will make himself available with any questions. There was no other business.

Gray made a motion to adjourn at 12:24PM MST. Herrboldt seconded the motion. **MOTION PASSED** by roll call vote. Chesley, yes; Forgy, yes; Herrboldt, yes; Gray, yes; Stratman, yes; Brakke, yes.

Respectfully submitted,

Carol Tellinghuisen

Carol Tellinghuisen
Executive Secretary

1-27-1.17. Draft minutes of public meeting to be available--Exceptions--Violation as misdemeanor. The unapproved, draft minutes of any public meeting held pursuant to § 1-25-1 that are required to be kept by law shall be available for inspection by any person within ten business days after the meeting. However, this section does not apply if an audio or video recording of the meeting is available to the public on the governing body's website within five business days after the meeting. A violation of this section is a Class 2 misdemeanor. However, the provisions of this section do not apply to draft minutes of contested case proceedings held in accordance with the provisions of chapter 1-26.

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