



South Dakota
Department of
Social Services

South Dakota Board of
Social Work Examiners
810 N. Main Street, Suite 298
Spearfish, SD 57783
Phone: 605.642.1600

Email: office@sdlicensing.com

Web: <https://dss.sd.gov/licensingboards/socialwork/social.aspx>

**DRAFT MEETING AGENDA
VIDEO CONFERENCE**

South Dakota Board of Social Work Examiners
July 19, 2024-12:00PM CDT/11:00AM MDT

The public is invited to attend the meeting via Microsoft Teams at the following link:

https://teams.microsoft.com/join/19%3ameeting_ZmY1YmExMGQtZGI4NS00NDJiLWlxYWetODNhODY1M2Q1OGFj%40thread.v2/0?context=%7b%22Tid%22%3a%22e69efb98-56ef-4797-a76b-e1ec658a639c%22%2c%22Oid%22%3a%22ee0a24e7-6d2c-4495-ade5-4377098865d2%22%7d

If members of the public would like to be sent the Microsoft Teams invitation to the meeting instead of using the above link, please contact the Board office prior to the meeting at office@sdlicensing.com.

Member Listing:

1. Susan Kornder, CSW-PIP, President
2. Kelli Willis, CSW-PIP, Member
3. Sharon Stratman, SW, Member
4. Chantelle Blue Arm, CSW-PIP, Member
5. Rachel Gangle, CSW-PIP, Member
6. Bonnie Untereiner-Bjork, Lay Member, Secretary/Treasurer
7. Amber Zandstra, Lay Member
8. Vicki Isler, Ed.D., BCBA-D-Applied Behavior Analyst Committee
9. Amber Bruns, MS, BCBA-Applied Behavior Analyst Committee
10. Lisa Stanley, DVM, Lay Member-Applied Behavior Analyst Committee

Purpose: The Board protects the health and safety of the consumer public by licensure of qualified persons, enforcement of the statutes, rules and regulations governing the practice of social work, including the appropriate resolution of complaints.

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1. Call to Order/Welcome
 2. Roll Call
 3. Corrections or additions to the agenda
 4. Approval of the agenda
 5. Public Comment

6. Approval of the minutes from May 31, 2024
7. FY Financial Update
8. ABA Updates
9. Administrative Rules Update
10. SW Compact Update
11. SW Compact Commissioner Appointment
12. ASWB Annual Meeting of the Delegate Assembly- November 8-9, 2024- San Diego, CA
13. Schedule next meetings(s)
14. Any other business coming in between date of mailing and date of meeting
15. Executive Session Pursuant to SDCL 1-25-2
 - a. Complaints/investigations
 - b. CSW-PIP Contract approvals
16. Complaints/Investigations-Vote
17. CSW-PIP Contract Approvals-Vote
18. Adjourn



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OFFICIAL BOARD MINUTES

Video Conference

May 31, 2024-11:00AM MDT / 12:00 PM CDT

Members Present: Susan Kornder, President
Kelli Willis, Member
Chantelle Blue Arm, Member (joined at 12:04 PM CDT)
Rachel Gangle, Member
Amber Zandstra, Lay Member
Bonnie Untereiner-Bjork, Secretary/Treasurer

Members Absent: Sharon Stratman, Member

Others Present: Brooke Tellinghuisen-Geddes, Executive Secretary; Katie Funke, Executive Assistant; Tracy Mercer, Special Projects Coordinator, DSS; Greg Tishkoff, Legal Counsel, DSS; Ashley Lane, ASWB.

Call to Order/Welcome: Kornder called the meeting to order at 12:00 p.m. CDT.

Roll Call: Kornder requested Tellinghuisen-Geddes call the roll. Kornder, yes; Stratman, absent; Willis; Gangel, yes; Blue Arm, absent; Bjork, yes; Zandstra, yes. A quorum was present.

Introductions-New Board Members: All in attendance introduced themselves. The board welcomed new Board members Gangle, Zandstra and Blue Arm.

Corrections or additions to the agenda: None.

Approval of the agenda: Bjork made a motion to approve the agenda. Willis seconded the motion. **MOTION PASSED** by unanimous voice vote.

Public Comment: None.

Approval of the Minutes from Board meeting March 29, 2024: Willis made a motion to approve the minutes from March 29, 2024. Bjork seconded the motion. **MOTION PASSED** by unanimous voice vote.

FY Financial Update: Tellinghuisen-Geddes reported fiscal year-to-date figures as of March 31, 2024: expenses of \$98,429.78; revenue of \$155,071.51 and a cash balance of \$425,117.67.

ABA Updates: No updates were provided.

Election of Officers: Bjork made a motion to elect Kornder as President. Zandstra seconded the motion. **MOTION PASSED** by unanimous voice vote. Gangle made a motion to elect Bjork as Secretary/Treasurer. Willis seconded the motion. **MOTION PASSED** by unanimous voice vote.

SD HPAP-Midwest Health Management Services, LLC: Tellinghuisen Geddes advised that each health board may conduct a Health Professionals Assistance Program in accordance with SDCL 36-2A. The Board may use the program as an alternative to, or in conjunction with, other sanctions that may be imposed by the board. She advised that the board may enter into an agreement with SD HPAP- Midwest Health Management Services and pass the fee to the licensee/participant. Kornder advised that the board may need to utilize the program for a complaint resolution and believed it was a good resource to have available to the board.

ASWB Annual Meeting of the Delegate Assembly- November 8-9- San Diego, CA: Kornder expressed interest in attending. She will be in touch with the board office. Willis motioned to send one board member and/or staff to this meeting. Bjork seconded the motion. **MOTION PASSED** by unanimous voice vote.

Schedule Next Meeting: The next meeting is scheduled for July 19, 2024 at 11 a.m. MDT/12 p.m. CDT via Microsoft Teams the following meeting is scheduled for September 27, 2024 at 11 a.m. MDT/12 p.m. CDT via Microsoft Teams. This meeting is also tentatively planned to serve as the public hearing for the administrative rules.

Any other business coming in between date of mailing and date of meeting: No other business was reported.

Executive Session Pursuant to SDCL 1-25-2: Willis made a motion to enter executive session at 12:20 p.m. CDT. Zandstra seconded the motion. **MOTION PASSED** by unanimous voice vote. All others exited the meeting. The Board exited executive session at 12:52 p.m. CDT.

Complaints/Investigations: The Board office reported six pending complaints.

HPAP Agreement Vote: Bjork made a motion to ratify the HPAP agreement with Midwest Health Management Services, LLC. Willis seconded the motion. **MOTION PASSED** by unanimous voice.

Administrative Rules Vote: Willis made a motion to approve the draft rules with removing the reference to out-of-state supervision in ARSD 20:59:05:03. Gangle seconded the motion. **MOTION PASSED** by unanimous voice.

CSW-PIP Supervision Contracts: Bjork made a motion to approve the following contracts. Willis seconded the motion. **MOTION PASSED** by unanimous voice vote.

Harris, L.: Supervision with Scovel beginning March 22, 2024;

Harris, L.: Supervision with Forgy beginning March 22, 2024;

Bradley, M.: Supervision with Varick beginning March 21, 2024;

Nolf, D.: Supervision with Wildhaber beginning March 15, 2024;

Aasen, A.: Supervision with Keizer beginning April 11, 2024;

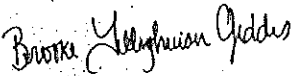
Friedman, V.: Supervision with Johnson beginning April 15, 2024;

Freeze, S.: Supervision with Bass beginning April 29, 2024;

Tietze, J.: Supervision with Law beginning April 16, 2024;

Bjork made a motion to adjourn at 12:55p.m. CDT. Stratman seconded the motion. **MOTION PASSED** by unanimous voice vote.

Respectfully submitted,



Brooke Tellinghuisen Geddes
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.

DRAFT

BOARD OF SOCIAL WORK EXAMINERS
 REVENUE SUMMARY
 FOR MONTH ENDING 05/31/24

COMP ACCOUNT	BDGT YEAR	GRANT YEAR	CENTER	FUND SRC	SUB FUND	FISCAL YEAR	FISCAL MONTH	YTD AMOUNT	MTD AMOUNT
6503 4293000	0	0	0893000	719		2024	11	\$ 166,945.00	\$ 11,450.00
6503 4920045			0893000	719		2024	11	\$ 7,406.51	\$ -
								\$ 174,351.51	\$ 11,450.00

BOARD OF SOCIAL WORK EXAMINERS
 EXPENDITURE SUMMARY REPORT
 FOR MONTH ENDING 05/31/24

COMP	ACCOUNT	BDCY	GRANT	ACCOUNT	CENTER	FUND	SUB	FISCAL	FISCAL	YTD	MTD
		YEAR	YEAR	DESCRIPTION		SRC	FUND	YEAR	MONTH	AMOUNT	AMOUNT
6503	5203030	0	0	AUTO-PRIV (IN-ST.) H/RTE	0893000	719		2024	11	\$ 1,098.03	\$ -
6503	5203140	0	0	TAXABLE MEALS/IN-STATE	0893000	719		2024	11	\$ 70.00	\$ -
6503	5204020	0	0	DUES & MEMBERSHIP FEES	0893000	719		2024	11	\$ 250.00	\$ -
6503	5204090	0	0	MANAGEMENT CONSULTANT	0893000	719		2024	11	\$ 97,571.20	\$ 447.24
6503	5204130	0	0	OTHER CONSULTING	0893000	719		2024	11	\$ 7,080.63	\$ 715.00
6503	5204190	0	0	COMPUTER SERVICES-PRIVATE	0893000	719		2024	11	\$ 10.67	\$ -
6503	5204201	0	0	BFM CENTRAL SERVICES	0893000	719		2024	11	\$ 3,329.13	\$ -
6503	5204204	0	0	RECORDS MGMT SERVICES	0893000	719		2024	11	\$ 298.75	\$ -
6503	5204207	0	0	HUMAN RESOURCES SERVICES	0893000	719		2024	11	\$ 805.38	\$ 120.06
6503	5204510	0	0	RENTS-OTHER	0893000	719		2024	11	\$ 3,600.00	\$ -
6503	5204530	0	0	TELECOMMUNICATIONS SRVCS	0893000	719		2024	11	\$ 309.05	\$ -
6503	5204590	0	0	INS PREMIUMS & SURETY BDS	0893000	719		2024	11	\$ 1,372.56	\$ 1,372.56
6503	5204740	0	0	BANK FEES AND CHARGES	0893000	719		2024	11	\$ 12.15	\$ 0.38
6503	5205320	0	0	PRINTING-COMMERCIAL	0893000	719		2024	11	\$ 963.53	\$ -
6503	5101030	0	0	BOARD & COMM MBRS FEES	0893000	719		2024	11	\$ 1,620.00	\$ -
6503	5102010	0	0	OASI-EMPLOYER'S SHARE	0893000	719		2024	11	\$ 129.28	\$ -
										\$ 118,520.36	\$ 2,655.24

BOARD OF SOCIAL WORK EXAMINERS
 CASH CENTER BALANCE
 FOR MONTH ENDING 05/31/24

COMP	ACCOUNT	YEAR	BDGT	GRANT	YEAR	CENTER	SRC	FUND	SUB	FISCAL	FISCAL	CASH
										YEAR	MONTH	BALANCE
6503	1140000					0893000	719			2024	11	\$ 424,307.09
												\$ 424,307.09



Social Work Compact Implementation Timeline

On April 12th, 2024, the Social Work Licensure compact officially became enacted in seven states: Kansas, Missouri, South Dakota, Washington, Utah, Kentucky, Virginia, and Kansas. This marks a significant milestone in the development process as the compact specifies that the compact will come into effect upon enactment of the seventh member state. The social work compact allows eligible social workers to practice in all states that join the compact.

While the social work compact legislation specifies that the compact needs seven member states to become active, social workers cannot yet practice in other member states. The implementation process for the compact will take approximately 18-24 months before social workers can begin applying for multistate licenses. A timeline of this process can be found below:

State Commissioner Nominations – Summer 2024

Each new member state must appoint a commissioner to serve on the compact commission. The commissioner is selected by the state's social work board and can be the current administrator of the social work board or their designee, a board member who is a social worker, or a public member of the board. Once all commissioners have been elected, the Social Work Compact Commission will convene for its first inaugural meeting.

Inaugural Commission Meeting – Fall 2024

At the inaugural meeting, the Commission will elect an executive committee, appoint officers, establish a subcommittee structure and approve the initial bylaws and rulemaking processes that will govern the compact. All compact commission meetings will be open to the public. The first inaugural meeting will be held virtually on September 17th, 2024.

Establishing the Compact Data System- Ongoing Throughout 2025

After the inaugural meeting, the compact commission will continue to work on operationalizing the compact, including acquiring a data system. The data system is a foundational piece of compact operations where member states communicate licensure information with each other and with the compact commission. CSG expects development of the data system to take approximately 10-12 months.

Once the data system is fully developed, states will be onboarded to the new system. It is expected that states will have varying timelines to onboard and will be largely dependent on the state's current licensure infrastructure.



Additional Compact Commission Meetings – Ongoing throughout 2025

The compact commission will hold subsequent commission meetings throughout 2025 for additional rulemaking to establish a fee structure, application process, further define compact participation requirements. The commission will also hire staff, select a secretariat organization, and take additional steps for the compact to move towards being fully operational.

Multistate License Applications Open – Target Date of Fall 2025

Once the data system is operational in states and the commission has finalized all necessary rulemaking, applications will be made available for social workers to apply for a multistate license. Once eligibility is confirmed by the home state, all fees are paid, and a social worker is granted a multistate license, they will be able to practice in all other member states of the compact without any further steps necessary.



Social Work Compact Welcome Letter

Welcome! We are excited that your state has joined the Social Work Licensure Compact.

The Social Work Licensure Compact facilitates the interstate practice for social workers while maintaining protection of public health and safety.

Once the Compact is fully operational, licensed social workers will be able to apply for a multistate license to practice in-person and through telehealth in other member states.

The Social Work Compact Commission will hold its inaugural meeting on September 17th, 2024. At its inaugural meeting, the Commission will establish bylaws and committees. It will also take the first steps toward implementing the shared interstate licensure data system that will allow for instant verification of license standing.

As part of the Social Work Compact, your state's Social Work Regulatory Authority must appoint a representative to serve as your state's Commissioner on the Social Work Compact Commission. As stated in Section 10(B) of the Social Work Compact legislation, these representatives shall be empowered to act on behalf of the Compact state and shall be limited to:

1. A current member of the State Licensing Authority at the time of appointment, who is a Regulated Social Worker or public member of the State Licensing Authority; or
2. An administrator of the State Licensing Authority or their designee.

In appointing your Commissioner, please consider the following:

1. **Availability of your representative** - It is expected that the Commission's first year will require significant involvement, likely including face-to-face meetings, conference calls, committee assignments and email correspondence as the governing documents and implementation components for the Compact are created.
2. **Ongoing participation** - After the initial year, the full Commission must meet at least once a year. As the work of the Commission is ongoing, providing continuity of representation will make this a more cohesive and functional group.



3. **Knowledge of state statutes/regulations and Compact legislation** - It will be essential to have a working knowledge of your state statutes and regulations and of the Compact in particular to assist the Commission in the development of governing documents and to guide the decision-making process regarding specific components of the Compact.

4. **Conflict of Interest** - A state should consider if any real or potential disqualifying conflict of interest exists when selecting a commissioner. Please refer to the code of conduct form for more details. For any questions regarding whether a conflict exists, please the Compact's Interim Legal Counsel, Samantha Nance, at samantha.nance@emwnlaw.com.

Until the Compact has hired a permanent management organization, The Council of State Governments will be working with the member states.

Thank you again and we look forward to working with you.

Sincerely,

Dan Logsdon

Dan Logsdon
Director, National Center for Interstate Compacts
The Council of State Governments



Social Work Compact Commissioner Appointment Form

Pursuant to (state statutory reference), I am the duly authorized representative of the appropriate appointing authority for the Social Work Compact. In consultation with the agency/board that is responsible for the licensing and regulation of social workers, I have made the appointments described below:

1. (Name) is appointed as the Social Work Compact Commissioner by the (state) agency/board responsible for the licensing and regulation of social workers. The commissioner must be a current member of the State Licensing Authority at the time of appointment, who is a Regulated Social Worker or public member of the State Licensing Authority; or an administrator of the State Licensing Authority or their designee. The Commissioner shall be entitled to one (1) vote regarding the promulgation of rules and creation of bylaws and shall otherwise have an opportunity to participate in the business and affairs of the Commission, subject to the terms of the Social Work Compact. They can be reached at (email).

Optional: (name) is appointed as the authorized temporary representative in the unavoidable absence of the appointed delegate at meetings. They can be reached at (email). The delegate must notify the Commission in advance of any meeting if the temporary representative will be attending on their behalf. The temporary representative is the only individual authorized to vote on behalf of the delegate unless a new temporary representative is appointed utilizing this form.

In order to participate and vote at any meeting of the Commission, both the delegate and the temporary representative must first execute and return the attached Code of Conduct form to be kept on file with the Commission.

These appointments are effective mm/dd/yyyy. If you need additional information regarding this appointment, please contact (name) in my office at (phone number) or (email).

Sincerely,

Title
Organization

Social Work Compact Commission Administrative Policy

Code of Conduct

I. Introduction

As a joint government entity created by the enactment of the Social Work Compact (Compact) by its member states, the Social Work Compact Commission (Commission) affords great deference to its member states in selecting the Social Work Compact Commissioners (Commissioners) to represent them. The diverse personal, educational, and professional backgrounds of Commissioners are one of the Commission's greatest assets. However, this diversity means that some Commissioners may have personal pecuniary interests which are affected by the outcomes of management and other decisions which must be made concerning the administration of the Compact Commission at times. This policy was implemented to ensure transparency, accountability, and integrity in the Commission's decision-making process.

II. Code of Conduct

Commissioners and their Temporary Representatives appointed by the states are responsible for upholding the integrity of the Commission and its member states. No Commissioner or Temporary Representative shall engage in criminal or unethical conduct prejudicial to the Commission, any other Commissioner, or any other state.

No Commissioner or Temporary Representative shall vote or participate in debate upon a matter in which they have a direct or indirect financial or other personal interest resulting in a personal benefit that conflicts with the fair and impartial conduct of official duties. The Executive Committee shall have the sole authority to consider allegations of breaches of this code, including appeals from Commissioners alleged to be in violation herewith. In the case of a breach, the Executive Committee may direct the Chair to notify the appropriate appointing authority in the Commissioner's home state.

III. Definition

A Conflict of Interest is a set of circumstances that creates a risk that professional judgement or actions regarding a primary interest will be unduly influenced by a secondary personal interest economic or otherwise.

IV. Disclosure of Conflicts of Interest

1. All Commissioners and Temporary Representatives are required to complete a Code of Conduct form. The form constitutes an agreement by each Commissioner and Temporary Representative to disclose personal interests that may impact the ability of a Commissioner or Temporary Representative to conduct business in a "fair and

impartial” manner and that the Commissioner or Temporary Representative will recuse from debating or voting on such a matter in fulfilling the duties of a Social Work Compact Commissioner or Temporary Representative.

2. Completed Code of Conduct forms must be submitted as soon as possible after a state has appointed a Commissioner or Temporary Representative. A Commissioner or Temporary Representative cannot vote at a meeting until this form is completed. For the first year of implementation of this policy, all Commissioners and Temporary Representatives must complete the form prior to inaugural meeting.
3. Completed Code of Conduct forms are public documents which may be disclosed by the Commission upon request.

V. Commissioner and Temporary Representative Recusal

Prior to the discussion of an issue in which a Commissioner or Temporary Representative believes a conflict of interest may exist, the Commissioner or Temporary Representative must announce to the Committee or Commission meeting that they are recusing themselves from participating in the caucus and voting. Once recused, the Commissioner or Temporary Representative will not be able to participate in the debate or the vote concerning the matter which led to the recusal.

VI. Concerns over Financial Disclosure and Conflict of Interest

Concerns over conflicts of interest should be brought to the attention of the Chair of the Commission for consideration by the Executive Committee. The Executive Committee, in consultation with legal counsel, will determine if any of the provisions of the Commission’s Policy on Conflicts of Interest have been violated and decide the appropriate action, if any.

VII. Notification of Home State Appointing Authority

If any of the following conditions are met, the Commission may notify the appropriate appointing authority in the home state of the Commissioner or Temporary Representative regarding its concern about the ability of the Commissioner or Temporary Representative to perform his/her duties in a fair and impartial manner.

1. The Commissioner or Temporary Representative has a substantial financial conflict of interest in the outcome of the matter, such as the awarding of a contract for services or employment;
2. The Commissioner or Temporary Representative has a substantial positional conflict of interest in the outcome of the matter, such as a leadership position for another organization whose purpose is contrary to that of the Commission;

3. The Commissioner or Temporary Representative has been found in violation of criminal or civil state or federal statute or regulation;
4. The Executive Committee determines that a Commissioner or Temporary Representative is not performing their duties consistent with this policy.

Code of Conduct Form

Commissioners or Temporary Representatives appointed by the states are responsible for upholding the integrity of the Commission and its member states. No Commissioner or Temporary Representatives shall engage in criminal or unethical conduct prejudicial to the Commission, any other Commissioner, or any other state. No Commissioner or Temporary Representative shall have a direct or indirect financial interest that conflicts with the fair and impartial conduct of official duties. The Executive Committee, in consultation with Legal Counsel to the Commission, shall have the sole authority to consider allegations of breaches of this code, including appeals from Commissioners alleged to be in violation herewith. In the case of a breach, the Executive Committee may direct the Chair to notify the appropriate appointing authority in the Commissioner or Temporary Representative's home state.

I, _____,
(print name)

_____ for the State of _____
(title—Commissioner or temporary representative)

hereby swear or affirm that I have read and understand the Social Work Compact Commission Code of Conduct and will comply with said policy in all matters pertaining to my duties and obligations as a Commissioner, Temporary Representative, or Officer of the Commission, including my obligation to recuse myself from consideration, debate or voting on any matter that conflicts with the fair and impartial conduct of my official duties.

(Signature)

Dated this ____ day of _____, 20__.