



State of Idaho  
Division of Occupational and Professional Licenses  
Board of Social Work Examiners

**BRAD LITTLE**  
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**Board Meeting Minutes of 07/23/2024**

<b>Board Members Present:</b>	Alex Zamora, Ph.D. - Chair April Christenson Greg Ullmann Brandi Wanke	<b>Division Staff:</b>	Cesley Metcalfe, Executive Officer Katie Stuart, Administration Bureau Chief Greg Loos, General Counsel Allegra Earl, Licensing Program Manager Skip Liddle, Investigations Program Manager Debi Castro, Licensing Specialist Meagan Graves Board Support Specialist
<b>Board Members Absent:</b>	Jeri Perkins	<b>Others Present:</b>	Tyler Williams, Board Prosecutor

The meeting was called to order at 9:00 AM by Dr. Alex Zamora, Ph.D.

**Approval of Minutes**

A motion was made and seconded to approve the 04/23/2024 minutes. The motion carried unanimously.

**DIVISION BUSINESS**

**Licensing System Update:** Ms. Metcalfe provided an update on the new licensing system. She informed the Board that the launch of the new system on July 1<sup>st</sup> was successful and that the Division has been receiving positive feedback.

**Professional Recovery Program Update:** Ms. Stuart provided an update regarding participation in the Professional Recovery Program and outlined future communication strategies to enhance awareness.

**Financial Update:** Ms. Metcalfe and Ms. Stuart presented the financial report.

**BOARD BUSINESS**

**Fee Changes:** Ms. Metcalfe presented information regarding the current financial status of the Board and steps that can be taken without statutory changes. She explained that there are both application and original license fees in the Board's law and rules, but that only the application fee has been collected for several years. Consequently, the Board resolved to reinstate the collection of both fees to improve its financial health. A motion was made and seconded to direct DOPL staff to begin collecting original license fees. The motion carried unanimously.

**Continuing Education and Clinical Supervision Rule Changes:** The Board discussed the clarifications added to the supervised clinical social work experience requirements, now outlined in Rule 100.03. The changes clarify that master-level social workers may only provide clinical services under an eligible supervisor, that supervision may only continue for five years unless an extension has been approved, and that after five years a practitioner must have a clinical license to provide clinical services. The Board discussed that the purpose of supervised clinical experience was always meant to end in clinical licensure,

not for masters-level social workers to perpetually practice outside their scope, and that passing the exam and obtaining clinical licensure is the final demonstration of minimum competency to safely provide clinical services. The Board recognized that many masters-level social workers are providing clinical services years past the five-year limit and the importance of ensuring client safety as licensees are brought into compliance with the regulations. The Board determined that six months should be adequate time for those masters-level social workers to come into compliance by either safely transitioning their clients to social workers eligible to provide clinical services and then only performing masters-level social work, by obtaining an eligible supervisor and logging their experience hours to obtain clinical licensure within five years, or by obtaining their clinical license. A motion was made and seconded to direct DOPL staff to issue warning letters regarding Rule 100.03. The motion carried unanimously.

Additionally, the Board confirmed that the updated continuing education requirements consist of thirty hours of credits within the twenty-four months prior to renewal, with a specific distribution of two hours dedicated to professional ethics and the remaining twenty-eight hours pertaining to the practice of social work.

**Conference Attendance Requests:** The Board discussed sending a delegate to the Association of Social Work Boards (ASWB) 2024 Annual Meeting of the Delegate Assembly. A motion was made and seconded to authorize Ms. Warnke to act as the Board's delegate. The motion carried unanimously.

**Board Elections:** A motion was made and seconded for Alex Zamora to remain in his current position as Board chair. The motion carried unanimously.

**Licensing Report:** Ms. Earl presented the licensing report.

### **Executive Session**

A motion was made and seconded to enter executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to discuss documents relating to the fitness of a licensee to obtain or retain a license or registration. The vote was: April Christenson, aye; Greg Ullmann, aye; Brandi Warnke, aye; and Alex Zamora, Ph.D., aye. The motion carried unanimously.

A motion was made and seconded to exit executive session. The motion carried unanimously. No decisions were made in executive session.

### **Discipline**

A motion was made and seconded to close case number I-SWO-2024-22. The motion carried unanimously.

A motion was made and seconded to close case numbers I-SWO-2024-24, I-SWO-2024-26, I-SWO-2024-27, and I-SWO-2024-20 with an advisory letter. The motion carried unanimously.

A motion was made and seconded to authorize the Board Prosecutor to negotiate a Stipulation and Consent Order in case numbers I-SWO-2024-17, I-SWO-2024-23, and I-SWO-2024-25 with the terms discussed in executive session and to authorize the Board chair to sign on behalf of the Board.

A motion was made and seconded to authorize negotiation of an agreement in lieu of discipline with the terms discussed in executive session for case number I-SWO-2024-21 and to authorize the Executive Officer to approve on behalf of the Board.

**Applications**

A motion was made and seconded to grant licensure for application SWOA-45241. The motion carried unanimously.

A motion was made and seconded to grant a waiver for an extension and to approve 50% of the hours obtained under the supervision of the psychologist for application LMSW-35303. The motion carried unanimously.

A motion was made and seconded to approve the submitted hours but require the applicants to submit a new application using the updated Clinical Social Work Supervision Report Forms, as required by the new Rule 100.03 effective July 1, 2024, for applications LMSW-42261 and LMSW35217. The motion carried unanimously.

**Adjourn**

There being no further business, the meeting was adjourned at 1:30 PM.

The next meeting is on 10/22/2024.