



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

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Board Meeting Minutes of 01/28/2025

Board Members Present:	Alex Zamora, Ph.D. - Chair April Christenson Greg Ullmann Brandi Warnke Priscilla Bake Evan Maynard	Division Staff:	Cesley Metcalfe, Executive Officer Greg Loos, General Counsel Allegra Earl, Licensing Unit Manager Skip Liddle, Investigative Unit Manager Christian Runnalls, Board Support Specialist Dyan Durham, Board Support Specialist
Board Members Absent:		Others Present:	Tyler Williams, Board Prosecutor

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

Introduction

The Board and Division staff introduced themselves.

Approval of Minutes

A motion was made and seconded to approve the 10/22/2024 minutes. The motion carried unanimously.

DIVISION BUSINESS

2025 Legislative Session Overview: Ms. Metcalfe stated that the Legislative Session convened on January 6th and that she will watch for and report on any legislation that may impact the Board but that nothing has been identified so far.

DOPL Strategic Plan: Ms. Metcalfe provided an overview of the Division's strategic plan. She explained that it is updated annually and will be presented to the Board each year. This year's updates primarily involved removing completed initiatives, such as consolidation efforts, the implementation of the new licensing system, and process streamlining

Board Meeting Survey: Ms. Metcalfe stated the Division is updating the Board meeting feedback survey, which is sent to all Board members after each meeting. She noted that the revised survey is expected to be released soon and encouraged Board members to submit feedback to help identify what is going well or any opportunities for improvement.

Financial Update: Ms. Metcalfe informed the Board that there is no financial report available as the data was recently released and still needs to be analyzed. She noted that the boards with fee changes have been prioritized due to the Legislative Session. Ms. Metcalfe also mentioned that she will send the report once it becomes available.

BOARD BUSINESS

Clinical Supervision Report Review Process: Ms. Metcalfe stated that Clinical Supervision Reports may sometimes include concerns raised by the supervisor regarding the applicant. She provided a few options for the Board to consider for implementing a process to review these reports to reduce delays caused by waiting until the next Board meeting. The Board discussed the options and agreed to designate a Board member to review reports with concerns.

A motion was made and seconded to designate Brandi Warnke as the Board member designee to review clinical supervision reports with concerns from the supervisor. The motion carried unanimously.

Conference Updates: Ms. Warnke attended the Association of Social Work Boards (ASWB) 2024 Annual Meeting of the Delegate Assembly as the Board delegate representing Idaho. She shared that it was an exciting experience to connect with other states and discuss common challenges, emphasizing the value of learning how others are handling similar issues. Ms. Metcalfe also attended and highlighted key discussions, including the Social Work Census study, ongoing conversations about the social worker exam, and potential strategies for addressing the workforce shortage, such as licensing social work technicians. Dr. Zamora provided insight into the practice analysis process, which informs exam development and ensures it reflects current practice. He noted that recent data on test-taker demographics has been released, prompting discussions about racial and ethnic disparities in exam performance.

The Board also discussed ASWB training opportunities and other educational resources available for new Board members to help them navigate their roles and enhance their understanding of social work regulation.

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: Alex Zamora, aye; April Christenson, aye; Greg Ullmann, aye; Brandi Warnke, aye; Priscilla Bake, aye; and Evan Maynard, 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.

Applications

A motion was made and seconded to authorize the Board's general counsel to draft a response to the impact of criminal conviction inquiry based on the reasons discussed in executive session, and to authorize the Executive Officer to sign on behalf of the Board. The motion carried unanimously.

A motion was made and seconded to approve applications 1384225, 1478128, and 1512751 pending receipt of additional information. The motion carried unanimously.

Executive Session

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Ullmann, aye; Brandi Warnke, aye; Priscilla Bake, aye; and Evan Maynard, 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 numbers 1520482, 1494431, 1368271, 1254304, 1349396, 1314486, 1328521, 1352808, and 1530082. The motion carried unanimously.

A motion was made and seconded to close case number 1333410 with an advisory letter. The motion carried unanimously.

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 numbers 1257916, 1373508, 1505794, and 1505795 and to authorize the Executive Officer to approve on behalf of the Board. The motion carried unanimously.

A motion was made and seconded to authorize the negotiation of a Stipulation and Consent Order with the terms discussed in executive session for case number 1463478 and to authorize the Board chair to sign on behalf of the Board. The motion carried unanimously. Board member Ullmann was recused.

A motion was made and seconded to authorize the negotiation of a Stipulation and Consent Order with the terms discussed in executive session for case number 1414982 and to authorize the Board chair to sign on behalf of the Board. The motion carried unanimously.

Adjourn

There being no further business, the meeting was adjourned at 12:58 PM.

The next meeting is on 04/22/2025.