



# Arkansas Department of Health

## Social Work Licensing Board

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**Governor Asa Hutchison**

**José Romero, MD, Secretary of Health**

**Ruthie Bain, Director**

### BOARD MEETING MINUTES

November 8, 2021

#### CALL TO ORDER, READING OF THE MISSION STATEMENT

The Social Work Licensing Board met Monday, November 8, 2021, at the Social Work Licensing Board, 5800 West 10<sup>th</sup>, Suite 906, Little Rock, Arkansas. Tammy Charlton, LMSW, Chair of the Board, called the meeting to order and read the Mission Statement.

**Board Members Present:** Tammy Charlton, LMSW  
Elizabeth Crone, LCSW  
Tammy Vaughn, LMSW  
Dr. Raymond Molden, Psychiatrist  
Vorandol Stinyard, Senior Representative  
Susan Reasoner, LCSW  
Betty Guhman, Public Representative  
Kristin Agar, LCSW  
Shani Patterson, LSW

**Board Members Absent:** None

**Board's Attorney:** Lacie Kirchner

**Board's Staff:** Ruthie Bain, Director

#### APPROVAL OF MINUTES:

Minutes from the October 11, 2021, Board meeting were reviewed. Betty Guhman made a motion to approve the minutes as presented. Kristin Agar, LCSW, seconded the motion, which carried.

#### COMPLAINT COMMITTEE REPORT:

The Complaint Committee reported on the following complaint and Case:

Complaint 2022-04 – After full review by the Complaint Committee, the Committee recommended the complaint be dismissed. Betty Guhman made a motion to dismiss the complaint. Vorandol Stinyard seconded the motion, which carried.

Case FY22-3412 – A Letter of Reprimand was sent to Billy Burriss for failing to comply with an audit of his social work continuing education hours, submitted for renewal of his license. Along with the Letter of Reprimand, Mr. Burriss was required to submit additional hours to count toward his renewal. Mr. Burriss submitted documentation of the additional hours and signed the Letter of Reprimand. Vorandol Stinyard made a motion to accept the Letter of Reprimand. Betty Guhman seconded the motion, which carried.

**NEW BUSINESS:**

**Review Waiver Requests:**

The Board had no requests for a waiver.

**Review ASWB Request for Nonstandard Testing Arrangements:**

The Board received two (2) requests from ASWB for special arrangements. Both requests were approved.

**Review Control Self-Assessment:**

Every two years, all State Agencies prepare and report a Control Self-Assessment (CSA) to the Arkansas Department of the Inspector General's Office of internal Audit. The Board Members were emailed a copy of the most recent updates to the Boards CSA. Today's meeting reviewed the process and the plan. Members were asked ahead of time to review the plan for any errors or questions they may have. Betty Guhman made a motion to accept what was presented to the Board today. Dr. Raymond Molden seconded the motion, which carried.

**Review Public Comments from Proposed Rules:**

We are currently in the 30-day comment period for proposed rules changes. The comment period ends Friday, November 12, 2021. As of today, no comments have been received. Kirstin Agar, LCSW, made a motion to allow Ruthie Bain, Director, to file the Rules with the Bureau of Legislative Research after the comment period ends if there are no substantive objections. Vorandol Stinyard seconded the motion, which carried.

**Consideration of ASWB Approving Accommodations/Waiver Request:**

The Association of Social Work Boards (ASWB) recently held a virtual meeting with the Candidate Services Representatives at ASWB. Tanya Carpenter, Director of Examination Administration and Felicia Dennison, Director of Candidate Services, discussed with the attendees the challenges faced with approvals. The Board's director attended the meeting and discussed the highlights with the Board. One of the items discussed was allowing ASWB Candidate Services to approve the Non-Standard Testing Arrangements and 90-day waiver request on behalf of the Boards. Tammy Vaughn, LMSW, made a motion to grant permission for ASWB Candidate Services to make these approvals on the Boards behalf. Vorandol Stinyard seconded the motion, which carried.

**Review Request from Jack Woods:**



**Denied or Withdrawn Applications:**

None

**LCSW Applications:**

**Approved to take Examination:**

Dorothy Ashmore	Hannah Booth	Kristen Cox
Holly Jo de Sambourg	Sarah Katherine Defries	Ashley Gilcreast-Scott
Bobbi Godfrey	Michael Godfrey	Sabrina Hampton
Molly Himes	Nora Loftis	Jamie Moog
Bobbi Moon	Whitney Munnerlyn	Leslie Patterson
Margaret Peach	Jillian Russell	Taheshia Smith
Mellaney Williams		

**Approved for Licensure through Reciprocity:**

Amber Carlile	Sarita Colvin	Kenneth Cook
Danette Harrington	Kimberly Jones	Michelle Kwintner
Melissa Morrisette	Sheena Munsch	Iona Redmon
Bridgette Spann-Edwards	Marcia Thompson	Emilie Ventura
Beatriz Zavala		

**Denied or Withdrawn Applications:**

None

Tammy Vaughn, LMSW, seconded the motion on applications, which carried.

**Action Taken on Renewal Applications:**

The Board reviewed 110 applications for license renewal. Tammy Vaughn, LMSW, made a motion to approve all 110 of the renewals. Betty Guhman seconded the motion, which carried.

**Action Taken on Continuing Education Audits:**

The Board reviewed 14 random continuing education audits. Kirstin Agar, LCSW, made a motion to approve 13 of the audits. Tammy Vaughn, LMSW, seconded the motion, which carried. One (1) audit is pending receipt in the mail.

**Action Taken on Supervision Plan Reviews:**

The Board reviewed 26 supervision plans. Kristin Agar, LCSW, made a motion to show 23 of the supervision plans reviewed. Tammy Vaughn, LMSW, seconded the motion, which carried. Three (3) of the Supervision Plans reviewed required clarification. One (1) Supervision Evaluation Form was received on September 24, 2021, for Supervision that was completed in 2012. Since this Evaluation Form was not

submitted until nine (9) years after the completion, Vorandol Stinyard made a motion to deny the hours listed on the Evaluation Form. Tammy Vaughn, LMSW, seconded the motion, which carried.

**Action Taken on Certification of Registration Renewals:**

The Board reviewed three (3) Certificate of Registration Renewals. Dr. Raymond Molden made a motion to approve all three (3) Certificates of Registration Renewals. Tammy Vaughn, LMSW, seconded the motion, which carried.

**OTHER BUSINESS:**

There being no other business, Kirstin Agar, LCSW, made a motion to adjourn. Vorandol Stinyard seconded the motion, which carried.