

**STATE OF MAINE**  
**BOARD OF SOCIAL WORKER LICENSURE**  
**Minutes of November 9, 2007 Board Meeting**

**I. CALL TO ORDER**

Derek Hussey established a quorum was present and called the meeting to order at 9:00 a.m.

**Members present:** Derek Hussey, Sharon Abrams, Sheila Thibodeau, Terry Adams, Kathryn Klingaman, Ann Marie Mullins, and Karen Fatz.

**Others present:** Penny Vaillancourt, Board Administrator; Colleen Eugley, Board Clerk; Merica Tripp, Research and Planning Associate; Kevin Cookson, OLR Investigator; and Robert Perkins, AAG.

**Members Absent:** None.

**II. OLD BUSINESS**

A. Review and Approval of October 12, 2007 Minutes

Derek Hussey made a motion to approve the minutes for October 12, 2007, with noted changes. The motion was seconded by Sharon Abrams.

**Vote: 6 in favor**

**III. NEW BUSINESS**

A. Complaint Presentations

2005-SOC-2343

This case was presented to the board in September and at that time the board voted to table the complaint and requested additional documentation regarding billing procedures. The complaint alleges that the LCSW billed for services not provided.

After a review and discussion of the materials presented, Derek Hussey made a motion to dismiss the complaint for lack of a violation. Sharon Abrams seconded the motion.

**Vote: 7 in favor**

2007-SOC-3741

A complaint was filed against a LSW alleging unprofessional conduct as a result of breaching confidentiality.

After a review and discussion of the materials presented Sheila Thibodeau made a motion to dismiss the complaint for lack of jurisdiction and to forward the board's action to the Board of Counseling Professionals and the Board of Alcohol and Drug Counselors. Terry Adams seconded the motion.

**Vote: 7 in favor**

B. Complaint Items

2006-SOC-2609 – Approval of quarterly report

A motion was made by Derek Hussey to table the review of the consultation reports and to send a letter to the consultant requesting progress notes for each session, as well as a summary report for transitioning to a new consultant. The motion also included sending a letter to the licensee requesting the name of a new consultant to be submitted to the Board for review and approval no later than December 14, 2007. The motion was seconded by Sheila Thibodeau.

**Vote: 7 in favor**

SW-488 – Approval of consultant

A motion was made by Sharon Abrams to approve the consultant. Derek Hussey seconded the motion.

**Vote: 7 in favor**

SW-374 – Approval of consultant

A motion was made by Terry Adams to accept the consultant and to send the consultant a letter requesting the usual format for submitting consultation sessions, as well as a request to provide progress notes. The motion also included sending a letter to the licensee requesting an updated employment status and job description to be submitted to the Board by December 14, 2007. The motion was seconded Ann Marie Mullins.

**Vote: 7 in favor**

2006-SOC-2812 – Consultation reports

A motion was made by Sheila Thibodeau to table the review of the consultation reports and to send the licensee a letter requesting two more sessions and a final recommendation from the consultant per the Decision and Order. The motion also included sending the licensee a reminder that she must follow the consultant's recommendation that she is not to engage in private practice, and that failure to adhere to this recommendation would result in non-compliance with the Decision and Order dated July 7, 2006. The motion was seconded by Terry Adams.

**Vote: 7 in favor**

C. CEU Pre-Approval Applications

Elder Independence of Maine - Approved

ME Coalition to End Domestic Violence - Approved

Sexual Assault Crisis & Support Center - Approved

Lorman Business Center (2) - Approved

Health Education & Training Institute (2) - Approved

AdCare Educational Institute (2) - Approved

DHHS - Approved

Discovery House - Approved

Senior Spectrum - Approved

The Iris Network - Approved

D. Renewal Applications

Pamela Morin

Derek Hussey made a motion to approve the application. Sharon Abrams seconded the motion.

**Vote: 7 in favor**

Kristy Davis

Derek Hussey made a motion to preliminarily deny the renewal application, and to offer a consent agreement, to include completing 25 hours of continuing education within 90 days. Terry Adams seconded the motion.

**Vote: 7 in favor**

Cheryl Gray

Derek Hussey made a motion to preliminarily deny the renewal application, and to offer a consent agreement, to include completing 25 hours of continuing education within 90 days. The motion was seconded by Sheila Thibodeau.

**Vote: 7 in favor**

E. Transcript Review for Clinical Concentration

Shelley Jacobs – Not clinical

Teresa Valente – Not clinical

Ruth-Ellen Coffey – Not clinical

F. Degree Inquiries

Sarah Swan - Sufficiently related

G. Exam Accommodation

Marjorie Manning – Approved

H. Request for Inactive Status

Lynn Mallory – Approved

I. Request for Active Status from Inactive Status

Veronica Moffitt – Approved

J. Correspondence

Elizabeth Cyr

Sharon Abrams made a motion for Penny Vaillancourt to respond to the licensee. Derek Hussey seconded the motion.

**Vote: 7 in favor**

K. Administrator's Report

Penny Vaillancourt provided the board with a financial and licensee update. She also informed the Board of the new 10-day notification requirement for licensees regarding name/address changes, disciplinary actions by other Boards, and criminal convictions. She also reminded the board of the new NPDB/HIPDB Self-Query Report requirement effective November 1, 2007, for all new applicants. Penny notified the Board that an informational meeting may take place in January, 2008 for MSW students.

L. Other

Merica Tripp gave the ceu audit update.

A motion was made by Derek Hussey to accept the approved audits. Karen Fatz seconded the motion.

**Vote: 7 in favor**

A motion was made by Derek Hussey to designate Board staff to initiate complaints on failed audits. Karen Fatz seconded the motion.

**Vote: 7 in favor**

**IV. ADJOURN**

There being no further business to discuss, the meeting was adjourned at 12:00 p.m.

The next meeting is scheduled for December 14, 2007, in the Central Conference Room.

Respectfully submitted,

Colleen Eugley  
Board Clerk