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SECRETARY OF HOUSING AND
ECONOMIC DEVELOPMENT

Commonwealth of Massachusetts
Division of Professional Licensure
BOARD OF REGISTRATION OF SOCIAL WORKERS
1000 Washington Street • Boston • Massachusetts • 02118

JOHN C. CHAPMAN
UNDERSECRETARY OF
CONSUMER AFFAIRS AND
BUSINESS REGULATION

CHARLES BORSTEL
DIRECTOR, DIVISION OF
PROFESSIONAL LICENSURE

Board Meeting Minutes
January 26, 2016

TIME: 9:30 AM

PLACE: 1000 Washington Street
Boston, MA 02118

ATTENDANCE: Sally Kaitz, Chair
Frances Carpenter
Melanie Robinson Findlay
Tere Ramos

ABSENT: Mark Gianino
Kathleen Palinski

STAFF: Erin LeBel, Executive Director
Erin Murphy, Program Coordinator
James O'Connor, Board Counsel
Ellen D'Agostino, Investigator

The meeting was called to order at 9:36 a.m. by Board Chair, Sally Kaitz and Board Counsel, James O'Connor reviewed the emergency exit procedures with Board members.

Minutes:

Melanie Robinson Findlay motioned to approve the December 15, 2015 minutes pending the addition of Frances Carpenter to the list of absent board members. The motion was seconded by Sally Kaitz and approved by the Board.

Investigative Conference:

At 9:41 a.m., Frances Carpenter moved to suspend the open meeting and go to into investigative conference pursuant to M.G.L. Chapter 112, Section 65C, to discuss SA-SW-16-006 and SW-14-031 and to meet with JD in the matter of SA-SW-15-010.

The motion was seconded by Melanie Robinson Findlay and approved by the Board.

The Chair anticipated that the Board's open meeting would resume in approximately 45 minutes

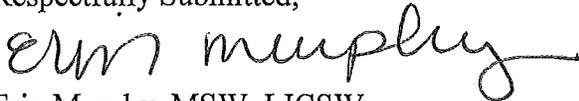


Board is also mandating Ms. Michaels to have a one-time per month, 2 hour long in-person supervision meeting.

4. The Board reviewed Ms. Young's job descriptions and deemed her placement through Boston College to be clinical in nature. The job description from Big Sister was deemed non-clinical in nature as it does not appear to meet the definition of clinical social work services. The Board welcomed her to submit additional information to demonstrate that the work was clinical in nature.
5. EK request to terminate probation: Tabled
6. Board officer elections: Tabled
7. Social Work Mobility: Tabled
8. E-practice Policy: Tabled
9. CE approvals: Tabled
10. DH application inquiry: The Board agreed with the advice provided to him by Board staff.
11. The Board approved DCF's request to allow employees who fail by 10 points or less to re-examine within 30 days as opposed to 90 days.

Sally Kaitz motioned to adjourn 12:48 PM. This motion was seconded by Melanie Robinson-Findlay.

Respectfully Submitted,



Erin Murphy, MSW, LICSW
Program Coordinator

List of Documents:

December 15, 2015 minutes
Petition to bypass ASWB exam from Daniel Lee
N. Young job description
J. Michaels Skype request