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Public Session Meeting Minutes

Tuesday, November 15, 2022

TIME: 9:30 a.m.

ATTENDANCE: Scune Carrington
Yvonne Ruiz
Tamara Lundi
Carrie Kelley
Charlene Zuffante
Linda Spears (arrived at 1:10 p.m.)

STAFF: Brian Bialas, Executive Director
Kristina Gasson, Deputy General Counsel

All board members and staff appeared by videoconference.

The meeting was called to order at 9:48 a.m.

Board Business

- **New Board Member Charlene Zuffante:** Ms. Zuffante, the Board member designated by the Commissioner of the Department of Mental Health, introduced herself to the Board. The Board members introduced themselves and welcomed Ms. Zuffante.
- **Public Meeting Minutes of October 25, 2022:** After a brief discussion, a motion was made by Ms. Ruiz, seconded by Ms. Carrington, to approve the Public Meeting Minutes of October 25, 2022. The motion passed unanimously.
- **Executive Session Minutes of October 25, 2022:** After a brief discussion, a motion was made by Ms. Lundi, seconded by Ms. Kelley, to approve the Executive Session Minutes of October 25, 2022. The motion passed unanimously.

Application Review Interviews – Negative Reference

- **Rosalee Heaney-Balf, Applicant for LICSW**
 - **Interview of Supervisor Joyce Velt:** Ms. Velt appeared to discuss her negative reference for Ms. Heaney-Balf. Ms. Velt described the work environment in



which she supervised Ms. Heaney-Balf as fast-paced, and Ms. Heaney-Balf struggled to assess cases quickly and communicate clearly with stakeholders. Specifically, Ms. Heaney-Balf had difficulty articulating case structures (goals, treatments, etc.), though she did improve somewhat over time. She was anxious about handling her duties properly. Ms. Velt described a particular situation when Ms. Heaney-Balf's resistance to removing her acrylic nails was "poorly timed" because of an impending review of the facility by the Joint Commission.

Overall, Ms. Velt believes that Ms. Heaney-Balf can function as an LICSW but needs more supervision and training around communication and to improve her competency.

After a brief discussion, the Board directed Mr. Bialas to invite Ms. Heaney-Balf to a meeting for an interview.

- **Shannon Secrist, Applicant for LICSW**
 - **Interview of Shannon Secrist:** Ms. Secrist appeared to discuss the negative reference in her application discussing "unfortunate" things she has said, although the reference also said she should be licensed. Ms. Secrist described three incidents that she stated really were misunderstandings and not any attempt by her to hurt anyone. Ms. Secrist stated that she went through a divorce at the time and had a hard time meeting people during the pandemic, but now is focused on self-care more and has adjusted to living in Massachusetts. (She is from California and is licensed there).

After a brief discussion, a motion was made by Ms. Carrington, seconded by Ms. Kelley, to allow Ms. Secrist to continue with the licensing process. The motion passed unanimously.

Application Reviews – Negative Reference

- **Holly Babineau, Applicant for LICSW:** The Board reviewed Ms. Babineau's application, including her negative references. Ms. Babineau appeared by telephone and explained that she had been under investigation by the Veterans Administration (VA), where she is employed, for using her government email account to advocate for her partner. She explained that the entire matter was based on her email from her government account in response to another person's email to her where she explained, among other things, that she could not use her government account for the matter. Ms. Babineau explained that the VA's investigation had concluded with an admonishment.

After a brief discussion, a motion was made by Ms. Ruiz, seconded by Ms. Lundi, to allow Ms. Babineau to continue with the licensing process if she provides evidence that the VA has closed the matter as Ms. Babineau describes. The motion passed unanimously.

- **Sherylin Fontaine, Applicant for LICSW:** The Board reviewed Ms. Fontaine's application, including her negative reference. After a brief discussion, the Board directed

Mr. Bialas to invite Ms. Fontaine's former supervisor who provided the negative reference to a meeting for an interview.

Application Review – Prior Discipline

- **Amanda Sklut, Applicant for LICSW:** The Board reviewed Ms. Sklut's application, including her prior discipline with the Board in 2017 for unlicensed practice. After a brief discussion, a motion was made by Ms. Lundi, seconded by Ms. Ruiz, to allow Ms. Sklut to continue with the licensing process. The motion passed unanimously.

Correspondence

- **10.3.22 Letter from D. Spence Coffey of CSWE re: ASWB Examination:** Read and reviewed.

The Board directed Mr. Bialas to invite representatives from ASWB to a future meeting to discuss the recent release of ASWB examination passage rates, and to respond to Ms. Spence Coffey and explain that the Board is gathering more information from ASWB.

Executive Session (Closed Session under G.L. c. 30A, § 21(a)(1), individual character rather than competence, and under G.L. c. 30A, § 21(a)(7) to comply with G.L. c. 4, § 7, para. 26(c) and G.L. c. 214, § 1B, to review sensitive medical information)

At 11:12 a.m., a motion was made by Ms. Carrington, seconded by Ms. Lundi, to exit the public meeting and enter into a closed executive session under G.L. c. 30A, § 21(a)(1), individual character rather than competence, to interview two applicants regarding their good moral character, and under G.L. c. 30A, § 21(a)(7) to comply with G.L. c. 4, § 7, para. 26(c) and G.L. c. 214, § 1B, to review sensitive medical information in an application review, an application review interview, and CE extension requests. The motion passed unanimously by a roll call vote.

The Board entered executive session at 11:12 a.m.

Investigative Conference (Closed under G.L. c. 112, § 65C)

The Board entered investigative conference at 12:36 p.m.

During the investigative conference, the Board took the following actions:

Case Interview

2022-000556-IT-ENF (KM)

Interviewed respondent; Board directed Mr. Bialas to invite complainant for interview.

Cases

2022-000597-IT-ENF (GO):	Dismiss; open complaint for CE violation
2022-000658-IT-ENF (ED):	Dismiss
2022-000659-IT-ENF (RR):	Dismiss
2022-000673-IT-ENF (AE):	Dismiss

Ms. Spears arrived at 1:10 p.m.

2022-000694-IT-ENF (IM):	Dismiss with advisory letter; open complaint for CE violation
2022-000697-IT-ENF (KB):	Dismiss
2022-000704-IT-ENF (SK):	Interview respondent
2022-000722-IT-ENF (JU):	Dismiss with advisory letter

Adjournment

At 1:30 p.m., a motion was made by Ms. Ruiz, seconded by Ms. Carrington, to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 1:30 p.m.

The above Minutes were approved at the public meeting held on December 13, 2022.



Brian Bialas, Executive Director

List of Documents Used During the Public Meeting:

- Agenda for Meeting of November 15, 2022
- Public Meeting Minutes of October 25, 2022
- Executive Session Minutes of October 25, 2022
- LICSW Application for Rosalee Heaney-Balf
- LICSW Application for Shannon Secrist
- LICSW Application for Holly Babineau
- LICSW Application for Sherylin Fontaine
- LICSW Application for Amanda Sklut
- 10.3.22 Letter from D. Spence Coffey of CSWE re: ASWB Examination