



The Commonwealth of Massachusetts  
Executive Office of Health and Human Services  
Department of Public Health  
250 Washington Street, Boston, MA 02108-4619

MAURA T. HEALEY  
Governor

KIMBERLEY DRISCOLL  
Lieutenant Governor

KATHLEEN E. WALSH  
Secretary

ROBERT GOLDSTEIN, MD, PhD  
Commissioner

Tel: 617-624-6000  
[www.mass.gov/dph](http://www.mass.gov/dph)

**Board of Social Workers  
Public Session Meeting Minutes**  
June 24, 2025

**TIME:** 9:30 a.m.

**ATTENDANCE:** Quanesha Fuller (arrived at 9:42 a.m.)  
Charlene Zuffante  
Marie Pierre-Victor  
Marcia Roddy (left the meeting at 1:29 p.m.)  
Yvonne Ruiz (left the meeting at 10:19 a.m., returned to the meeting at 10:30 a.m.)  
Carrie Kelley (arrived at 10:27 a.m., left the meeting at 10:49 a.m., returned to the meeting at 10:56 a.m.)  
Tarmara Lundi (left the meeting at 1:29 p.m.)

**STAFF:** Brian Bialas, Executive Director  
Erin Murphy, Associate Executive Director  
Judith Bromley, Board Counsel  
Jacob Edwards, Investigator  
Anastasia Bouikidis, Investigative Intern  
Jack Lucido, Board Intern

All board members and staff appeared by videoconference.

The meeting was called to order at approximately 9:36 a.m.

**Board Business**

- **Roll Call Vote for Attendance:** Mr. Bialas called the roll of board members. Charlene Zuffante, Marie Pierre-Victor, Marcia Roddy, Yvonne Ruiz, and Tamara Lundi all present by videoconference.
- **Public Meeting Minutes of May 27, 2025:** After a brief discussion, a motion was made by Ms. Zuffante, seconded by Ms. Ruiz, to approve the Public Meeting Minutes of May 27, 2025. The motion passed unanimously by a roll call vote.

- **Executive Session Minutes of May 27, 2025:** After a brief discussion, a motion was made by Ms. Pierre-Victor, seconded by Ms. Ruiz, to approve the Executive Session Minutes of May 27, 2025. The motion passed unanimously by a roll call vote.

Ms. Fuller arrived at 9:42 a.m.

### **Application Reviews – Reference**

- **Janelle Clyde, Applicant for LICSW:** The Board reviewed Ms. Clyde’s application, including documentation of her experience. After a brief discussion, the Board directed Mr. Bialas to ask Ms. Clyde to obtain signed reference forms from her former supervisors or provide a statement explaining her efforts to get the forms signed and why she cannot get them signed.
- **Sarah DeNardo, Applicant for LCSW:** The Board reviewed Ms. DeNardo’s application, including a reference. After a brief discussion, a motion was made by Ms. Lundi, seconded by Ms. Pierre-Victor, to allow Ms. DeNardo to continue with the licensing process. The motion passed unanimously by a roll call vote.
- **Tracey Begin, Applicant for LCSW:** The Board reviewed Ms. Begin’s application, including a reference. After a brief discussion, a motion was made by Ms. Fuller, seconded by Ms. Zuffante, to allow Ms. Begin to continue with the licensing process. The motion passed unanimously by a roll call vote, with Ms. Ruiz abstaining.

### **Application Review – Experience**

- **Sivan Madar, Applicant for LICSW:** The Board reviewed Ms. Madar’s application, including documentation of her experience in Israel. After a brief discussion, the Board directed Mr. Bialas to ask Ms. Madar to obtain the application experience forms signed by her supervisors for the Board to review.

### **Application Review – Discipline in Another Jurisdiction**

- **Latara Leggett, Applicant for LICSW:** The Board reviewed Ms. Leggett’s application, including her disclosure of discipline in Louisiana. After a brief discussion, a motion was made by Ms. Lundi, seconded by Ms. Pierre-Victor, to allow Ms. Leggett to continue with the licensing process. The motion passed unanimously by a roll call vote, with Ms. Fuller abstaining.

### **Application Review – Prior Discipline**

- **Michelle Papanicolaou, Applicant for LICSW Re-Licensure:** The Board reviewed Ms. Papanicolaou’s application, including her request to complete the “in person” continuing education requirement of her consent agreement with continuing education courses that are offered live online. A motion was made by Ms. Ruiz, seconded by Ms. Zuffante, to allow Ms. Papanicolaou to complete the “in person” continuing education

through courses that are offered live online. The motion passed unanimously by a roll call vote, with Ms. Fuller abstaining.

### **Correspondence**

- **6.10.25 Letter from Brooke Trefry re: LICSW Eligibility:** The Board reviewed a letter from Ms. Trefry asking the Board to allow her to apply experience hours she obtained while she was not licensed as an LCSW because she did not pay the license fee toward her application for an LICSW license. After a brief discussion, the Board directed Mr. Bialas to inform Ms. Trefry that her request is denied because she cannot earn experience hours for the LICSW without first being licensed as an LCSW.

Ms. Ruiz recused herself from the following matter and left the meeting at 10:19 a.m.

- **6.3.25 Letter from NASW-MA re: Ethics Continuing Education Requirement:** The Board reviewed the letter in response to requests made by the Board after NASW-MA requested that the Board require licensees to complete continuing education in ethics each licensing cycle. After a brief discussion, the Board directed Mr. Bialas to ask NASW-MA for information about how other states determine what qualifies as a continuing education course in ethics and NASW-MA's recommendation on how the Board should handle the issue.

Ms. Kelley arrived at 10:27 a.m.

Ms. Ruiz returned to the meeting at 10:30 a.m.

### **Monitoring**

- **Courtney Chapman, Conditional Licensure Agreement, 4th Quarterly Monitoring Report:** The Board reviewed Ms. Chapman's report. After a brief discussion, a motion was made by Ms. Lundi, seconded by Ms. Kelley, to accept the report. The motion passed unanimously by a roll call vote, with Ms. Ruiz abstaining.

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

At 11:32 a.m., a motion was made by Ms. Pierre-Victor, seconded by Ms. Kelley, to (1) enter into investigative conference under G.L. c. 112, § 65C to review a new case, then (2) enter into executive session under G.L. c. 30A, § 21(a)(1) and under G.L. c. 30A, § 21(a)(7) to comply with G.L. c. 4, § 7, ¶ 26(c) and G.L. c. 214, § 1B; specifically, the Board will discuss and evaluate the good moral character of an applicant as required for licensure and applications that involve medical records and information of patients; then (3) enter into investigative conference under G.L. c. 112, § 65C to review new cases and conduct a case interview, and then, after the conclusion of investigative conference, (4) not return to the public meeting and adjourn. The motion passed unanimously by a roll call vote.

The Board entered executive session at 11:32 a.m.

Ms. Kelley recused herself from the following matter and left the meeting at 10:49 a.m.

**Case**

SW-2024-0011 (AA):

Invite respondent to a meeting for an interview

Ms. Kelley returned to the meeting at 10:56 a.m.

**Executive Session** (Closed under G.L. c. 30A, § 21(a)(1) and under G.L. c. 30A, § 21(a)(7) to comply with G.L. c. 4, § 7, ¶ 26(c) and G.L. c. 214, § 1B)

At 10:56 a.m., a motion was made by Ms. Kelley, seconded by Ms. Fuller, to (1) enter into executive session under G.L. c. 30A, § 21(a)(1) and under G.L. c. 30A, § 21(a)(7) to comply with G.L. c. 4, § 7, ¶ 26(c) and G.L. c. 214, § 1B; specifically, the Board will discuss and evaluate the good moral character of an applicant as required for licensure and applications that involve medical records and information of patients; then (2) enter into investigative conference under G.L. c. 112, § 65C to conduct a case interview and review new cases, and then, after the conclusion of investigative conference, (3) not return to the public meeting and adjourn. The motion passed unanimously by a roll call vote.

Board maintains separate minutes of executive session.

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

The Board entered investigative conference at 12:07 p.m.

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

**Non-Disciplinary Program**

SW-2023-0020 (PL):

Gave direction to program director

**Case**

SW-2025-0010 (TP):

Refer to the Office of Prosecutions

**Case Interview**

SW-2024-0010 (CS):

Interviewed respondent; refer to the Office of Prosecutions

Ms. Roddy and Ms. Lundi left the meeting at 1:29 p.m.

## **Cases**

SW-2025-0019 (VJ):	Refer to the Office of Investigations
SW-2025-0012 (SW):	Invite respondent to a meeting for an interview
SW-2024-0018 (AE):	Refer to the Office of Prosecutions
SW-2024-0013 (DF):	Dismiss
SW-2025-0033 (GK):	Refer to the Office of Prosecutions

## **Adjournment**

At 2:00 p.m., a motion was made by Ms. Pierre-Victor, seconded by Ms. Kelley, to adjourn the meeting. The motion passed unanimously by a roll call vote.

The meeting adjourned at 2:00 p.m.

## **Approval**

The above minutes were approved at the public meeting held on July 22, 2025.



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Brian Bialas, Executive Director

## **List of Documents Used During the Public Meeting:**

- Agenda for Meeting of June 24, 2025
- Public Meeting Minutes of May 27, 2025
- Executive Session Minutes of May 27, 2025
- LICSW Application of Janelle Clyde
- LCSW Application of Sarah DeNardo
- LCSW Application of Tracey Begin
- LICSW Application of Sivan Madar
- LICSW Application of Latara Leggett
- LICSW Re-Licensure Application of Michelle Papanicolaou
- 6.10.25 Letter from Brooke Trefry re: LICSW Eligibility
- 6.3.25 Letter from NASW-MA re: Ethics Continuing Education Requirement
- Courtney Chapman, Conditional Licensure Agreement, 4th Quarterly Monitoring Report