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**Commonwealth of Massachusetts  
Division of Professional Licensure  
Board of Registration of Social Workers**

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PROFESSIONAL LICENSURE

## **Public Session Meeting Minutes**

Tuesday, February 25, 2020

**TIME:** 9:00 AM

**PLACE:** Room 1D  
1000 Washington Street  
Boston, MA 02118

**ATTENDANCE:** Carla Saccone, Vice Chair  
Jeffrey Trant  
Dana Zais

**STAFF:** Brian Bialas, Executive Director  
Bruce Hopper, Deputy General Counsel  
Erin Murphy, Associate Executive Director  
Alan Van Tassel, Investigator

The meeting was called to order at 9:04 a.m. by Ms. Saccone.

### **Discussion**

- **8.19.19 Letter from M. Monahan of ASWB re: Exam Use Policy:** Mr. Trant discussed ASWB's exam-use policy that requires test takers to have at least a bachelor's degree in social work. In particular, starting in the summer of 2021, ASWB will begin enforcing the policy unless a waiver is obtained. In Massachusetts, the policy will affect the Board's LSWA and LSW licenses, and the Board may have to make regulation changes to continue using the ASWB exams. After discussion, the Board directed staff to analyze the issue with ASWB and report at the next meeting.
- **Delegated Approval Authority for Applicants with Reference Issues and CE Violations:** Mr. Bialas and Ms. Murphy requested delegated authority to staff to process applications where applicants have certain reference problems and CE violations. After discussion, a motion was made by Ms. Zais, seconded by Ms. Saccone, to approve the delegation with changes. The motion passed unanimously.
- **Complaint Review Subcommittee:** After discussion, a motion was made by Ms. Saccone, seconded by Ms. Zais, to create a subcommittee of Mr. Trant and Ms. Zais to



review complaints and recommend actions to the full Board at the next meeting. The motion passed unanimously.

### **Board Business**

- **Approval of Minutes:** After a brief discussion, a motion was made by Ms. Zais, seconded by Ms. Saccone, to approve the following draft minutes:
  - Public Meeting Minutes of June 25, 2019
  - Executive Session Minutes of June 25, 2019
  - Executive Session Minutes of July 23, 2019
  - Public Meeting Minutes of August 27, 2019
  - Executive Session Minutes of August 27, 2019
  - Public Meeting Minutes of October 22, 2019
  - Executive Session Minutes of October 22, 2019
  - Public Meeting Minutes of November 19, 2019
  - Executive Session Minutes of November 19, 2019

The motion passed unanimously.

- **Use of Name Plates During Meetings:** The Board discussed whether to use name plates during public meeting so that the public can identify each member. The Board directed staff to create such plates to use at future meetings.

### **LICSW Application Experience Reviews**

- **ASWB's Application of 258 CMR 9.03(3) and 258 CMR 12.02(2):** After discussion, a motion was made by Ms. Saccone, seconded by Ms. Zais, to allow ASWB to review applications under 258 CMR 9.03(3) and 258 CMR 12.02(2) for approval. The motion passed unanimously.
- **Rosie McMahan, Experience obtained while in Private Practice:** After discussion, a motion was made by Ms. Zais, seconded by Mr. Trant, to reject the applicant's experience because she was not an employee as required by the regulations. The motion passed unanimously.

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

At 9:49 a.m., a motion was made by Mr. Trant, seconded by Ms. Zais, to exit open session and enter into a closed executive session under G.L. c. 30A, s. 21(a)(7) to comply with G.L. c. 4, s. 7, para. 26(c) and G.L. c. 214, s. 1B to review sensitive medical and personal information in an application and G.L. c. 30A, s. 21(a)(1) to review the good moral character of an applicant. The motion passed unanimously by a roll call vote.

At 10:48 a.m., a motion was made by Mr. Trant, seconded by Ms. Saccone, to exit executive session and return to open session. The motion passed unanimously by a roll call vote.

## **Monitoring Reports**

- **Kelli Fowle, 20140528SW040-IT-ENF, 3rd and 4th Quarterly Reports:** After discussion, a motion was made by Mr. Trant, seconded by Ms. Zais, to open a complaint for non-compliance with the licensee's consent agreement and to request a response in the complaint. The motion passed unanimously.
- **Elio Carretta, 2018-000455-IT-ENF, 1st, 2nd, and 3rd Quarterly Reports:** After discussion, a motion was made by Ms. Zais, seconded by Mr. Trant to accept the reports. The motion passed unanimously.
- **India Kyles, 222845-SW-LCSW, Conditional Licensure Agreement Reports:** After discussion, a motion was made by Mr. Trant, seconded by Ms. Saccone, to accept Ms. Kyles' supervision reports and allow her to continue with the licensing process. The motion passed unanimously.
- **Maria Rose, 2017-001420-IT-ENF, 1st, 2nd, 3rd, 4th, and 5th Quarterly Reports:** After discussion, a motion was made by Mr. Trant, seconded by Ms. Saccone to accept the reports. The motion passed unanimously.
- **Kate Henneberry, 2018-001084-IT-ENF, Request for Approval of Monitor:** After discussion, a motion was made by Mr. Trant, seconded by Ms. Zais, to approve the proposed consultant. The motion passed unanimously.
- **Beth Ross, 20160720SW001-IT-ENF, 1st, 2nd, 3rd, 4th (2018) and 4th (2019) Quarterly Reports:** After discussion, a motion was made by Mr. Trant, seconded by Ms. Zais to accept the reports. The motion passed unanimously.
- **Wendy Forbush, 2018-001209-IT-ENF, 1st Quarterly Report:** After discussion, a motion was made by Mr. Trant, seconded by Ms. Zais to accept the report. The motion passed unanimously.

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

At 11:01 a.m., a motion was made by Mr. Trant, seconded by Ms. Saccone, to exit open session and enter into a closed investigative conference under G.L. c. 112, s. 65C to review settlement offers. The motion passed unanimously.

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

2019-000496-IT-ENF (CP):

Gave direction to prosecutor

2019-001037-IT-ENF (ST):

Gave direction to prosecutor

## **Final Decision and Order** (Closed Quasi-Judicial Session under G.L. c. 30A, s. 18)

At 11:33 a.m., a motion was made by Mr. Trant, seconded by Ms. Zais, to exit investigative conference and enter into a closed quasi-judicial session under M.G.L. c. 30A, s. 18 to review a final decision and order. The motion passed unanimously.

During the quasi-judicial session, the Board took the following action:

2018-000899-IT-ENF (RB):

Determined sanction for final decision and order

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

At 11:37 a.m., a motion was made by Mr. Trant, seconded by Ms. Zais, to exit quasi-judicial session and enter into a closed investigative conference under G.L. c. 112, s. 65C to review open cases. The motion passed unanimously.

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

2019-000896-IT-ENF (DT):	Dismissed
2019-000566-IT-ENF (MG):	Dismissed
2019-001138-IT-ENF (AJ):	Dismissed
2019-000497-IT-ENF (PL):	Invite respondent to meeting; open CE complaint
2019-001036-IT-ENF (JN):	Open complaint

**Adjournment**

The meeting adjourned at 11:59 a.m.

The above Minutes were approved at the open meeting held on March 24, 2020.



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Brian Bialas, Executive Director

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

- 8.19.19 Letter from M. Monahan of ASWB re: Exam Use Policy
- Draft Delegated Approval Authority for Applicants with Reference Issues and CE Violations
- Public Meeting Minutes of June 25, 2019
- Executive Session Minutes of June 25, 2019
- Executive Session Minutes of July 23, 2019
- Public Meeting Minutes of August 27, 2019
- Executive Session Minutes of August 27, 2019
- Public Meeting Minutes of October 22, 2019
- Executive Session Minutes of October 22, 2019
- Public Meeting Minutes of November 19, 2019
- Executive Session Minutes of November 19, 2019
- Spreadsheet of ASWB's Application Decisions Applying 258 CMR 9.03(3) and 258 CMR 12.02(2)
- Application of Rosie McMahan
- Kelli Fowle, 20140528SW040-IT-ENF, 3rd and 4th Quarterly Reports
- Elio Carretta, 2018-000455-IT-ENF, 1st, 2nd, and 3rd Quarterly Reports
- India Kyles, 222845-SW-LCSW, Conditional Licensure Agreement Reports
- Maria Rose, 2017-001420-IT-ENF, 1st, 2nd, 3rd, 4th, and 5th Quarterly Reports
- Kate Henneberry, 2018-001084-IT-ENF, Request for Approval of Monitor
- Beth Ross, 20160720SW001-IT-ENF, 1st, 2nd, 3rd, 4th (2018) and 4th (2019) Quarterly Reports
- Wendy Forbush, 2018-001209-IT-ENF, 1st Quarterly Report