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**Commonwealth of Massachusetts**  
**Division of Professional Licensure**  
**BOARD OF REGISTRATION OF SOCIAL WORKERS**  
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**JOHN C. CHAPMAN**  
UNDERSECRETARY OF  
CONSUMER AFFAIRS AND  
BUSINESS REGULATION

**CHARLES BORSTEL**  
COMMISSIONER, DIVISION OF  
PROFESSIONAL LICENSURE

**Board Meeting Minutes**  
**April 24, 2018**

**TIME:** 9:30 AM

**PLACE:** 1000 Washington Street  
Boston, MA 02118

**ATTENDANCE:** Melanie Robinson Findlay, Chair  
Carla Saccone, Vice-Chair  
Shaynah Barnes  
Dana Zais  
Jeffrey Trant

**ABSENT:** Teresita Ramos, Secretary  
Lauren Gablinske

**STAFF:** Erin LeBel, Executive Director  
Erin Murphy, Program Coordinator  
James O'Connor, Board Counsel  
Matthew Runge, Investigator

The meeting was called to order at 9:47 a.m. by Melanie Robinson Findlay and seconded by Carla Saccone.

Board Counsel, James O'Connor reviewed the emergency exit procedures with Board members.

**Minutes:**

Carla Saccone motioned to accept the March 27, 2018 minutes. The motion was seconded by Jeffrey Trant and there was no objection by the Board.

**9:50 AM Matt Runge enters.**

**Discussion Items:**

Question from the Veteran's Administration: The Board determined that there was not enough information to determine whether it was within the scope of practice for Social Workers to represent the VA in court proceedings where the VA is seeking guardianship for a veteran in VA's care. The Board questioned whether they have jurisdiction over Federal practices and advised Counsel to restate the scope of practice to the VA.



**Items not reasonably anticipated:**

AP wrote into the Board and stated that she had several extenuating medical circumstances which prohibited her from renewing her license in 2014 and questioned whether the Board could make any concessions pertaining to the requirements for re-licensure, namely waiving the exam. She also stated that she has been working while unlicensed. The Board determined that they are not at liberty to waive the exam and that they would like to look into the unlicensed practice matter via s staff assignment.

**Executive Session:**

A motion was made at 10:12 AM by Carla Saccone to enter into Executive Session pursuant to General Laws Chapter 30A, Section 21(a)(7) to comply with the confidentiality provisions of the MA CORI statute, G.L. c. 66, § 10, G.L. c. 4, § 7, ¶ 26(a), G. L. c. 6, § 172, to review the good moral character of MS and MD.

The motion was seconded by Melanie Robinson Findlay and a roll call vote was taken with the following result: Melanie Robinson Findlay, yes; Carla Saccone, yes; Dana Zais, yes; Jeff Trant, yes; Shaynah Barnes, yes.

Per the request of the applicant MS was tabled to May.

The Chair anticipated that the Board's open meeting would resume in approximately 30 minutes.

**Investigative Conference:**

At 10:44 a.m., Dana Zais moved to suspend the open meeting and go to into investigative conference pursuant to M.G.L. Chapter 112, Section 65C, to ratify decisions pertaining to 2017-001424-IT-ENF; SW 2017-1525; 2018-000008-IT-ENF and 2018-000023-IT-ENF, review SW-2018-000165-IT-ENF, SW-2017-1538; SW-2017-0990 and SW-2017-1410 and to meet with MR in the matter of SW-2017-001420-17-ENF and with Prosecutor J. Hentoff regarding 2017-000519-IT-ENF. This motion was seconded by Carla Saccone and unanimously accepted by the Board.

The Chair anticipated that the Board's open meeting would resume in approximately 60 minutes.

For the record, while in Investigative Conference:

**The Board ratified the following decisions-**

2017-001424-IT-ENF: Forward to Prosecutions

SW 2017-1525: Dismiss

2018-000008-IT-ENF: Forward to Prosecutions

2018-000023-IT-ENF: Dismiss

**Review Cases:**

SW-2018-000165-IT-ENF: Invite for Investigative Conference.

SW-2017-1538: Forward to Prosecutions \*Carla recused self.

SW-2017-0990: Dismiss

SW-2017-1410: Dismiss with advisory

SW-2017-001420-17-ENF: Forward to Prosecutions


2017-000519-IT-ENF: Feedback provided to prosecutor

**12:38 Return to open session.**

12:42 pm: Dana Zais motioned to adjourn the meeting, Jeff Trant seconded this motion and all were in favor.

Respectfully Submitted,

Erin LeBel, MS, LICSW  
Executive Director.  
for Teresita Ramos, Secretary

A handwritten signature in cursive script that reads "erin murphy".

Erin Murphy, LICSW  
Program Coordinator

**List of Documents:**

December 19, 2017 Minutes  
RM job description