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1	COMMONWEALTH OF PENNSYLVANIA
2	DEPARTMENT OF STATE
3	BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS
4	
5	FINAL MINUTES
6	
7	MEETING OF:
8	
9	STATE BOARD OF SOCIAL WORKERS,
10	MARRIAGE AND FAMILY THERAPISTS
11	AND PROFESSIONAL COUNSELORS
12	
13	TIME: 9:46 A.M.
14	
15	PENNSYLVANIA DEPARTMENT OF STATE
16	Board Room C
17	One Penn Center
18	2601 North Third Street
19	Harrisburg, Pennsylvania 17110
20	
21	June 13, 2017
22	
23	
24	
25	

State Board of Social Workers, Marriage and Family Therapists and Professional Counselors June 13, 2017

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BOARD MEMBERS:

7 8 9

10

Dr. James K. Matta Sr., LPC, NCC, Chairperson Ian J. Harlow, Commissioner of Professional and Occupational Affairs Renee J. Cardone, MSW, Vice Chairperson

11 12 Dr. Joy E. Corby, LMFT

13 David E. Gallick, MSW, LSW, LMFT 14 Janet R. Hess, NCC, LPC - Absent

15 Amy K. Keisling, LCSW 16

Dr. Kurt L. Kraus, LPC 17 Dr. Teniola Osundeko, LCSW - Absent Marilyn L. Painter, Public Member 18

19 20

BUREAU PERSONNEL:

21 22 23

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27

Dana Wucinski, Esquire, Board Counsel Kenneth J. Suter, Esquire, Board Prosecution Liaison Heather McCarthy, Esquire, Board Prosecutor Steven A. Mimm, Esquire, Board Prosecutor John Karl Geschwindt, Esquire, Board Prosecutor Sandra E. Matter, Board Administrator

28 29 30

ALSO PRESENT:

31 32

Alexis Koutroulakis, LCSW 33 34 Johanna Byrd, ACSW, PA NASW 35 Brandon O'Conner 36 Daisi Eyerly 37 Randy Tucker 38

Athena Pappas, Esquire, Counsel for Respondent 39 Tom McClernon 40

Christopher Fisher, Esquire, Counsel for Respondent Annette M. Shutters Michael Reed, Esquire, Counsel for Respondent

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2 State Board of Social Workers,

3 Marriage and Family Therapists

4 and Professional Counselors

June 13, 2017

* * *

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The regularly scheduled meeting of the State
Board of Social Workers, Marriage and Family
Therapists and Professional Counselors was held on
Tuesday, June 13, 2017. Dr. James K. Matta, Sr., LPC,
NCC, Chairperson, called the meeting to order at 9:46
a.m.

13

14 Introduction of Board Members/Audience

15 [Chairperson Matta requested the introduction of Board

16 members. Amy Keisling, LCSW, and Kurt L. Kraus, LPC,

17 identified themselves as the newest Board members.

Audience members were requested to introduce
themselves.

20 ***

21 Approval of Minutes of the May 2, 2017 meeting

22 [The Board discussed corrections to the Minutes.]

23 CHAIRPERSON MATTA:

The first item on the Agenda is the

approval of the draft meeting minutes

```
for May 2, 2017. Can I have a motion to
1
2
                   approve the minutes with changes?
3
   DR. CORBY:
 4
                  So moved.
5
   MS. CARDONE:
6
                  Second.
7
   CHAIRPERSON MATTA:
                  All in favor, say aye. Those that
9
                  oppose? Those that abstain?
10
   [The motion carried. Dr. Kraus and Ms. Keisling
11
   abstained from voting on the motion.]
                              * * *
12
13
   Report of Prosecutorial Division
14
   [Kenneth J. Suter, Esquire, presented a Consent
15
   Agreement for File No. 15-69-04906. Athena Pappas,
16
   Esquire, was present on behalf of the Respondent. Ms.
17
   Pappas participated in the discussion on the
   circumstances of the matter.]
18
                              * * *
19
20
   FYI-Case Status Report
21
   [Information was presented with regard to the Case
22
   Status Report.]
2.3
24
   Report of Board Counsel
25
   Matters for Deliberation
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5 [Dana Wucinski, Esquire, Board Counsel, noted matters 1 2 of deliberation, applications for review, and 3 correspondence to be discussed during Executive 4 Session. She also noted three hearings scheduled for 5 later in the meeting.] * * * 6 Miscellaneous Recusal Guidelines [Dana Wucinski, Esquire, Board Counsel, referred Board 10 members to the Recusal Guidelines for further 11 discussion.1 * * * 12 Gift Ban - Executive Order 13 [Dana Wucinski, Esquire, Board Counsel, reviewed an 14 15 Executive Order, Subject: Executive Branch Employee Gift Ban, signed by Governor Wolf on January 20, 2015, 16 17 amending the Code of Conduct for Commonwealth 18 Employees.] * * * 19 20 Discussion on Supervised Clinical Experience 21 Requirement Regulations - Sections 47.12c(b)(9), 22 48.13(b)(9), and 49.13(b)(9). 23 [Dana Wucinski, Esquire, Board Counsel, initiated a

discussion with the Board on the Supervised Clinical

Experience Requirement Regulations, specifically

2.4

25

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regarding the number of supervised clinical experience
1
2
   hours to be completed within any 12-month period.]
3
   MS. WUCINSKI:
                  I believe the Board will entertain a
 4
5
                  motion to suspend the portion of the
 6
                  regulations under Sections 47.12c(b)(9),
                  48.13(b)(9), and 49.13(b)(9), which
                  states, "except that no less than 500
9
                  hours and no more than 1800 hours may be
10
                  credited in any 12-month period."
11
   MS. CARDONE:
12
                  So moved.
   MS. PAINTER:
1.3
                  Second.
14
15
   CHAIRPERSON MATTA:
16
                  All those in favor, say aye.
                                                 Those that
17
                  oppose? Those that abstain?
18
   [The motion carried unanimously.]
                              * * *
19
20
   Scheduling of Hearings
21
   [Dana Wucinski, Esquire, Board Counsel, discussed the
22
   scheduling of hearings. She noted an abundance of
23
   provisional denial appeals and regular hearings. She
24
   inquired as to whether Board members desired to stay
25
   the entire day to act on the matters or delegate
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matters to a Hearing Examiner. Ms. Wucinski suggested
1
   the applicants be given the opportunity to explain
2
3
   rather than scheduling the matter for a hearing or a
   combination of both.
        The Board further discussed the delegation of
5
6
   hearings.
        Ian Harlow, Commissioner Professional and
   Occupational Affairs noted working on a $150,000 grant
   to set up videoconferencing or telecommuting.]
                              * * *
10
   Report of the Board Chairperson - No Report
11
                              * * *
12
13
   Report from Other Board Members
14
   [Marilyn Painter, Public Member, mentioned the
15
   availability of a very helpful Harrisburg directory.
16
17
   [Sandra E. Matter, Board Administrator, will provide
18
   information to Dr. Corby on requesting attendance at a
19
   conference after the meeting.]
                              * * *
20
   [Ian Harlow, Commissioner Professional and
21
22
   Occupational Affairs, informed the Board of an
23
   upcoming difficult two-year period financially for the
2.4
   Commonwealth. There are no prohibitions on travel or
25
   expenditures at this point.]
```

8

* *

1

2 | [Renee J. Cardone, MSW, Vice Chairperson, informed the

3 | Board of free Board Member training through the

4 Association of Social Work Boards. She highly

5 recommended attending this training and noted the

6 available dates on the ASWB website.]

8 [Commissioner Harlow informed the Board of the 45 to

9 60 days requirement for travel request approval. He

10 also stated additional information, such as the use of

11 the Board's funds and details regarding the particular

12 | conference, must be provided.]

13

14 Report of Commissioner

15 | [Ian Harlow, Commissioner of Professional and

16 Occupational Affairs, discussed modernizing IT

17 operations to support videoconferencing and

18 | telecommuting. He noted smartphone applications for

19 license renewals, a grant for distance learning

20 communications, and the need for a regional office in

21 | the Erie area.

22 The Board discussed the approval of applicants

23 | with previous criminal records. Commissioner Harlow

24 noted the importance of impartially considering any

25 | criminal conviction information.]

9 * * * 1 2 Report of Board Administrator - No Report 3 4 Miscellaneous 5 FYI AMFTRB (Association of Marriage and Family Therapy Regulatory Boards) - Vote for Board of Directors [Joy E. Corby, LMFT, AMFTRB delegate, noted she had already voted.] 10 11 ACA (American Counseling Association) 12 Licensure Portability Model 13 [It was noted that the ACA suggested the Board 14 incorporate the portability model into its regulations 15 or statutes. A comparison was made between the ACA portability model and that of the ASWB. 16 17 Chairperson Matta stated numerous entities 18 involved with portability are working together on one 19 model. He further noted the ACA took the liberty to 20 reiterate their positions as one of the main 21 entities.1 * * * 2.2 2.3 Draft ASWB Social Work Practice Mobility Plan 24 [Renee J. Cardone, MSW, Vice Chairperson, referred 25 members to the Social Work Practice Mobility Plan to

10

1 be voted on at the delegate assembly in November 2017.

- 2 | She explained ASWB's proposal for a centralized
- 3 databank that all the states could access to verify
- 4 information.
- 5 Commissioner Harlow informed the Board of the
- 6 availability for licensees to upload required
- 7 | information into the PALS system as well as the ASWB
- 8 system.
- 9 The Board discussed continuing education
- 10 auditing.]
- 11 ***
- 12 [The Board recessed from 11:25 a.m. to 11:30 a.m.]
- 13
- 14 [Ian J. Harlow, Commissioner of Professional and
- 15 Occupational Affairs, exited the meeting at 11:30
- 16 a.m.1
- 17
- 18 | [A Formal Hearing was held from 11:31 a.m. until 12:21
- 19 | In the Matter of the Application for a License to
- 20 Practice Social Work and to take the ASWB Master's
- 21 Examination of Thomas Brendan McClernon; File No.
- 22 | 17-69-05410, Docket No. 0889-69-17.]
- 23 ***
- 24 | [Pursuant to Section 708(a)(5) of the Sunshine Act, at
- 25 | 12:23 p.m. the Board entered into Executive Session

11

1 | with Dana Wucinski, Esquire, Board Counsel, for the

- 2 purpose of conducting quasi-judicial deliberations in
- 3 the number of matters that are currently pending
- 4 before the Board to receive the advice of Counsel.
- 5 The Board returned to open session at 1:31 p.m.]
- ***
- 7 | [A Formal Hearing was held from 1:44 p.m. until 1:47
- 8 p.m. In the Matter of the Application for a License to
- 9 Practice Social Work and to take the ASWB Master's
- 10 Examination of Kristina K. Crippen; File No.
- 11 | 17-69-01571, Docket No. 0617-69-17.]
- 12
- 13 | [Pursuant to Section 708(a)(5) of the Sunshine Act, at
- 14 1:47 p.m. the Board entered into Executive Session
- 15 with Dana Wucinski, Esquire, Board Counsel, for the
- 16 purpose of conducting quasi-judicial deliberations.
- 17 | The Board returned to open session at 2:29 p.m.]
- 18
- 19 [A Formal Hearing was held from 2:31 p.m. until 3:39
- 20 p.m. In the Matter of the Application for a License by
- 21 | Examination to Practice Professional Counseling of
- 22 | Annette M. Shutters; File No. 17-69-03210, Docket No.
- 23 | 0618-69-17.]
- 24 ***
- 25 | [Pursuant to Section 708(a)(5) of the Sunshine Act, at

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12
   3:40 p.m. the Board entered into Executive Session
1
2
   with Dana Wucinski, Esquire, Board Counsel, for the
3
   purpose of conducting quasi-judicial deliberations.
   The Board returned to open session at 4:09 p.m.]
                               * * *
5
6
   MOTIONS:
   MS. WUCINSKI:
8
                  I believe the Board will entertain a
9
                  motion to adopt the Consent Agreement
10
                  for File No. 15-69-04906. The name on
11
                  that case is Alexis Anna-May
12
                  Koutroulakis.
   MS. PAINTER:
13
14
                  So moved.
15
   MR. GALLICK:
16
                  Second.
17
   CHAIRPERSON MATTA:
18
                  All those in favor, say aye. Those that
                  oppose? Those that abstain?
19
20
   [The motion carried unanimously.]
                               * * *
21
22
   MS. WUCINSKI:
2.3
                  I believe the Board will entertain a
2.4
                  motion to adopt the draft Adjudication
25
                  and Order as final of Mina-Ayesha Blair,
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13 LSW, and noting that Amy Keisling and Kurt Kraus will abstain. MS. CORBY: So moved. MR. GALLICK: Second. CHAIRPERSON MATTA: All those in favor say aye. Those that oppose? Those that abstain? [The motion carried. Ms. Keisling and Dr. Kraus abstained from voting on the motion.] * * * MS. WUCINSKI: I believe the Board will entertain a motion to grant the Motion to Enter Default and Deem Facts Admitted and direct Board Counsel to draft an Adjudication and Order for Katrina Clancey, File No. 16-69-11500, and noting that David Gallick was recused

and Teniola Osundeko would have been recused as well; however, she was not present today.

CHAIRPERSON MATTA: 2.4

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Can I get a motion?

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14
1
   MS. CARDONE:
2
                  So moved.
3
   DR. CORBY:
                  Second.
 4
5
   CHAIRPERSON MATTA:
                  All those in favor, say aye. Those that
6
7
                  oppose? Those that abstain?
   [The motion carried unanimously. Mr. Gallick recused
   from voting on the motion.]
10
11
   MS. WUCINSKI:
12
                  I believe the Board will entertain a
13
                  motion to provisionally deny the
14
                  Application for a License to Practice
15
                  Social Work and to Take the ASWB
16
                  Master's Examination of Naji Singh Lang.
17
   CHAIRPERSON MATTA:
18
                  Can I get a motion?
19
   MS. CARDONE:
20
                  So moved.
21
   MR. GALLICK:
22
                  Second.
2.3
   CHAIRPERSON MATTA:
24
                  All those in favor, say aye. Those that
25
                  oppose? Those that abstain?
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15 1 [The motion carried unanimously.] 2 3 MS. WUCINSKI: I believe the Board will entertain a 4 5 motion to grant the Application for a License to Practice Social Work and to 6 7 Take the ASWB Master's Examination of 8 Kelly Ann Haranczak. 9 DR. CORBY: 10 So moved. 11 MS. CARDONE: 12 Second. CHAIRPERSON MATTA: 13 All those in favor, say aye. Those that 14 15 oppose? Those that abstain? 16 [The motion carried unanimously.] * * * 17 18 MS. WUCINSKI: I believe the Board will entertain a 19 20 motion to grant the Application for a 2.1 License to Practice Social Work and to Take the ASWB Master's Examination of 22 23 Charlene Sheffield. 2.4 MS. PAINTER: 25 So moved.

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16
1
   DR. CORBY:
2
                  Second.
3
   CHAIRPERSON MATTA:
 4
                  All those in favor, say aye.
                                                  Those that
5
                  oppose? Those that abstain?
   [The motion carried unanimously.]
6
                               * * *
7
   MS. WUCINSKI:
9
                  I believe the Board will entertain a
10
                  motion to provisionally deny the
11
                  Application for a License to Practice
12
                  Social Work and to Take the ASWB
13
                  Master's Examination of Shabrie Monique
14
                  West.
15
   MR. GALLICK:
16
                  So moved.
17
   MS. CARDONE:
18
                  Second.
19
   CHAIRPERSON MATTA:
20
                  All those in favor, say aye. Those that
21
                  oppose? Those that abstain?
22
   [The motion carried unanimously.]
23
2.4
   MS. WUCINSKI:
25
                  I believe the Board will entertain a
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17
                  motion to grant the Application for a
1
2
                  License to Practice Social Work and to
3
                  Take the ASWB Master's Examination of
 4
                  Amber Leigh Thomas.
5
   DR. CORBY:
6
                  So moved.
7
   MR. GALLICK:
                  Second.
9
   CHAIRPERSON MATTA:
10
                  All those in favor, say aye. Those that
11
                  oppose? Those that abstain?
12
   [The motion carried unanimously.]
13
                               * * *
   MS. WUCINSKI:
14
15
                  I believe the Board will entertain a
16
                  motion to grant the Application for a
17
                  License to Practice Social Work and to
                  Take the ASWB Master's Examination of
18
19
                  Stephanie Lynn Fischer.
20
   MR. GALLICK
21
                  So moved.
22
   MS. CARDONE:
23
                  Second.
2.4
   CHAIRPERSON MATTA:
25
                  All those in favor, say aye. Those that
```

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18
                  oppose? Those that abstain?
1
2
   [The motion carried unanimously.]
3
4
   MS. WUCINSKI:
5
                  I believe the Board will entertain a
6
                  motion to provisionally deny the
                  Application for a License by Endorsement
                  Without Examination of a Clinical Social
8
9
                  Worker of Margaret P. Rose.
10
   MS. PAINTER:
11
                  So moved.
   DR. CORBY:
12
13
                  Second.
14
   CHAIRPERSON MATTA:
15
                  All those in favor, say aye.
                                                  Those that
                  oppose? Those that abstain?
16
   [The motion carried unanimously.]
17
                               * * *
18
19
   MS. WUCINSKI:
20
                  For Item No. 16, Shana Garrett, the
21
                  Board Administrator will be writing a
22
                  letter to the applicant to obtain
2.3
                  additional information.
                               * * *
24
25
   MS. WUCINSKI:
```

19 For Item No. 17, Melissa Nedza, the 1 2 Board Administrator will be writing a 3 letter to the applicant requesting additional information. 4 * * * 5 6 MS. WUCINSKI: I believe the Board will entertain a motion to provisionally deny the 8 9 Application for a License by Examination 10 to Practice Professional Counseling of 11 Boyd Major. 12 MS. PAINTER: So moved. 13 14 MR. GALLICK: 15 Second. 16 CHAIRPERSON MATTA: All those in favor, say aye. Those that 17 18 oppose? Those that abstain? 19 [The motion carried unanimously.] * * * 20 21 MS. WUCINSKI: 22 The Board Administrator will be writing 2.3 a letter to the applicant, Erika 2.4 Kellogg, to obtain more information 25 including the number of hours of

20 supervised clinical experience that she 1 2 has completed. 3 4 MS. WUCINSKI: 5 The Board Administrator will be writing 6 a letter to the applicant, Naomi Martin, in order to request additional 8 information. 9 10 MS. WUCINSKI: 11 I believe the Board will entertain a 12 motion to approve the application for a 13 preapproved provider of Giacomucci & 14 Walker, LLC. 15 DR. CORBY: 16 So moved. 17 MR. GALLICK: 18 Second. 19 CHAIRPERSON MATTA: 20 All those in favor, say aye. Those that 21 oppose? Those that abstain? 22 [The motion carried unanimously.] 23 2.4 MS. WUCINSKI: 25 I believe the Board will entertain a

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21
                  motion to approve the Application for a
1
2
                  Preapproved Provider of the Pennsylvania
3
                  Counsel of Children, Youth, & Family
 4
                  Services.
5
   MR. GALLICK:
6
                  So moved.
7
   MS. CARDONE:
                  Second.
9
   CHAIRPERSON MATTA:
10
                  All those in favor, say aye. Those that
11
                  oppose? Those that abstain?
12
   [The motion carried unanimously.]
13
                               * * *
   MS. WUCINSKI:
14
15
                  I believe the Board will entertain a
16
                  motion to accept the supervised clinical
17
                  experience of Matthew Bouweks
18
                  VanderWindt and to withdraw the May 15,
19
                  2017 provisional denial letter.
20
   MS. PAINTER:
21
                  So moved.
22
   DR. CORBY:
23
                  Second.
2.4
   CHAIRPERSON MATTA:
25
                  All those in favor, say aye. Those that
```

22 oppose? Those that abstain? 1 2 [The motion carried unanimously.] 3 MS. WUCINSKI: 4 5 I believe the Board will entertain a 6 motion to approve the LLC/Fictitious name of "Nurture Your Mind Counseling" 8 of Marissa Mateer, LCSW. 9 MS. PAINTER: 10 So moved. 11 MR. GALLICK: 12 Second. CHAIRPERSON MATTA: 13 All those in favor, say aye. Those that 14 15 oppose? Those that abstain? 16 [The motion carried unanimously.] * * * 17 MS. WUCINSKI: 18 I believe the Board will entertain a 19 2.0 motion to direct Board Counsel to issue 2.1 a final order in the matter of the 22 Application for a License to Practice 2.3 Social Work and to Take the ASWB 2.4 Master's Examination of Thomas Brendan 25 McClernon, File No. 17-69-05410, Docket

23 No. 0889-69-17. 1 2 DR. CORBY: 3 So moved. 4 MR. GALLICK: 5 Second. 6 CHAIRPERSON MATTA: All those in favor, say aye. Those that 8 oppose? Those that abstain? [The motion carried unanimously.] * * * 10 11 MS. WUCINSKI: I believe the Board will entertain a 12 motion to direct Board Counsel to issue 13 a final order in the matter of the 14 15 Application for a License to Practice Social Work and to Take the ASWB 16 Master's Examination of Kristina K. 17 Crippen, File No. 17-69-01571, Docket 18 No. 0617-69-17. 19 20 DR. CORBY: 21 So moved. 22 MR. GALLICK: 23 Second. 2.4 CHAIRPERSON MATTA: 25 All those in favor, say aye. Those that

```
24
                  oppose? Those that abstain?
1
2
   [The motion carried unanimously.]
3
4
   MS. WUCINSKI:
5
                  I believe the Board will entertain a
                  motion to direct Board Counsel to draft
6
                  an Adjudication and Order in the matter
                  of the Application for a License by
9
                  Examination to Practice Professional
10
                  Counseling of Annette M. Shutters, File
                  No. 17-69-03210, Docket No. 0618-69-17.
11
12
   MR. GALLICK:
                  So moved.
13
   DR. CORBY:
14
15
                  Second.
16
   CHAIRPERSON MATTA:
                  All those in favor, say aye. Those that
17
18
                  oppose? Those that abstain?
19
   [The motion carried unanimously.]
                               * * *
20
21
   Adjournment
   CHAIRPERSON MATTA:
22
23
                  I would entertain a motion to adjourn.
2.4
   DR. CORBY:
25
                  So moved.
```

```
25
1
   MS. CARDONE:
2
                  Second.
3
   CHAIRPERSON MATTA:
 4
                  All in favor, say aye.
5
   [The motion carried unanimously.]
                               * * *
6
7
   [The meeting adjourned at 4:18 p.m.]
9
10
                          CERTIFICATE
11
12
        I hereby certify that the foregoing summary
13
   minutes of the State Board of Social Workers, Marriage
14
   and Family Therapists and Professional Counselors
15
   meeting, was reduced to writing by me or under my
16
   supervision, and that the minutes accurately summarize
17
   the substance of the State Board of Social Workers,
   Marriage and Family Therapists and Professional
18
19
   Counselors meeting.
2.0
2.1
22
2.3
                               Minute Clerk
2.4
                               Sargent's Court Reporting
25
                                  Service, Inc.
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	r

			26
1 2 3 4 5 6		STATE BOARD OF SOCIAL WORKERS, MARRIAGE AND FAMILY THERAPISTS AND PROFESSIONAL COUNSELORS REFERENCE INDEX June 13, 2017	
7 8	TIME	AGENDA	
9 10	9:46	Official Call to Order	
11	9:54	Approval of Minutes	
12 13	9:54	Report of Prosecutorial Division	
14 15	9:54	Motions	
16 17 18	10:01	Report of Board Counsel	
19 20	10:01	Miscellaneous	
21 22	10:30	Report from Other Board Members	
23 24	10:43	Report of Commissioner	
25 26	10:56	Report of Board Administrator	
27 28 29	11:25 11:30	Recess Return to Open Session	
30 31 32 33 34 35	11:31	Formal Hearing <u>In the Matter of the Application for a License to Practice Social Work and to take the ASWB Master's Examination of Thomas Brendan McClernon</u>	
36 37 38	12:23 1:31	Executive Session Return to Open Session	
39 40 41 42 43	1:44	Formal Hearing <u>In the Matter of the Application for a License to Practice Social Work and to take the ASWB Master's Examination of Krista K. Crippen</u>	
45 46 47 48 49 50	1:47 2:29	Executive Session Return to Open Session	

	27
	STATE BOARD OF SOCIAL WORKERS, MARRIAGE AND FAMILY THERAPISTS AND PROFESSIONAL COUNSELORS REFERENCE INDEX (Continued)
	June 13, 2017
2:31	Formal Hearing <u>In the Matter of the Application for a License by Examination to Professional Counseling of Annette M. Shutters</u>
3:40 4:09	Executive Session Return to Open Session
4:18	Adjournment