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COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE  
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

**F I N A L M I N U T E S**

MEETING OF:

**STATE BOARD OF SOCIAL WORKERS,  
MARRIAGE AND FAMILY THERAPISTS  
AND PROFESSIONAL COUNSELORS**

TIME: 9:38 A.M.

PENNSYLVANIA DEPARTMENT OF STATE  
Board Room C  
One Penn Center  
2601 North Third Street  
Harrisburg, Pennsylvania 17110

May 8, 2018

1                                   State Board of Social Workers,  
2   Marriage and Family Therapists  
3   and Professional Counselors  
4   May 8, 2018  
5  
6

7 BOARD MEMBERS:  
8

9 Renee J. Cardone, MSW, LCSW, Chair  
10 Ian J. Harlow, Commissioner of Professional and  
11       Occupational Affairs  
12 Joy E. Corby, Ph.D., LMFT  
13 David E. Gallick, MSW, LSW, LMFT  
14 Amy K. Keisling, LCSW  
15 Kurt L. Kraus, Ed.D., NCC, ACS, LPC  
16 Teniola O. Osundeko, Ph.D., LCSW, SAP - Absent  
17 Marilyn L. Painter, Public Member  
18  
19

20 BUREAU PERSONNEL:  
21

22 Dana M. Wucinski, Esquire, Board Counsel  
23 Bridget K. Guilfoyle, Esquire, Board Prosecution  
24       Liaison  
25 Tara J. Smith, Esquire, Board Prosecutor  
26 Erin Fure, Esquire, Board Prosecutor  
27 J. Karl Geschwindt, Esquire, Board Prosecutor  
28 Sandra E. Matter, Board Administrator  
29  
30 Jessica Nowakowski, Law Clerk  
31  
32

33 ALSO PRESENT:  
34

35 Claudia J. Dewane, D.Ed., LCSW, BCD, Associate  
36       Professor, College of Health Professions and Social  
37       Work, Temple University  
38 Johanna Byrd, ACSW, IOM, CAE, Executive Director,  
39       National Association of Social Workers,  
40       Pennsylvania Chapter  
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1 \*\*\*

2 State Board of Social Workers,  
3 Marriage and Family Therapists  
4 and Professional Counselors

5 May 8, 2018

6 \*\*\*

7 The regularly scheduled meeting of the State  
8 Board of Social Workers, Marriage and Family  
9 Therapists, and Professional Counselors was held on  
10 Tuesday, May 8, 2018. Renee J. Cardone, MSW, LCSW,  
11 Chair, called the meeting to order at 9:38 a.m.

12 Ian J. Harlow, Commissioner of Professional and  
13 Occupational Affairs, was not present at the  
14 commencement of the meeting.

15 \*\*\*

16 [Chair Cardone requested Board members and staff  
17 introduce themselves as well as visitors in  
18 attendance.]

19 \*\*\*

20 Approval of Minutes of the March 27, 2018 meeting

21 CHAIR CARDONE:

22 Approval of the draft minutes with  
23 changes.

24 DR. KRAUS:

25 Move to approve.

1 MS. PAINTER:

2                               Second.

3 CHAIR CARDONE:

4                               All those in favor of approval of the  
5                               minutes? Board minutes are approved.

6 [The motion carried. Dr. Joy E. Corby abstained from  
7 voting on the motion.]

8   \*\*\*

9 Report of Board Prosecutorial Division

10 [Bridget K. Guilfoyle, Esquire, Board Prosecutor,  
11 announced that Ms. McCarthy received a promotion and  
12 would be leaving the Board. Ms. Guilfoyle introduced  
13 Tara Smith, who will be taking over for Ms. McCarthy,  
14 and Jessica Nowakowski, a new law clerk.]

15   \*\*\*

16 [Ms. Guilfoyle presented the Consent Agreements for  
17 File No. 14-69-10868 and File No. 15-69-07264.]

18   \*\*\*

19 [J. Karl Geschwindt, Esquire, Board Prosecutor,  
20 presented the Consent Agreements for File No. 16-69-  
21 06113 and File No. 16-69-06131.]

22   \*\*\*

23 Report of Board Counsel

24 [Dana M. Wucinski, Esquire, Board Counsel, noted  
25 matters for deliberation during Executive Session.]

1 \*\*\*

2 Report of Regulatory Board Counsel

3 [Dana Wucinski, Esquire, Board Counsel, noted  
4 Regulation 16A-6922, Licensed Bachelor Social Worker;  
5 Fees comments from the Independent Regulatory Review  
6 Commission (IRRC) and the Association of Social Work  
7 Boards (ASWB) for discussion.

8 Ms. Wucinski explained that IRRC referred to the  
9 existing language in the Board's proposed amendments  
10 in Section 47.4. A section pertaining to late fees  
11 could not be identified within the regulation. IRRC  
12 proposed that the Board clarify this reference by  
13 amending Section 47.4 to include "late fees as  
14 authorized under 63 P.S. 1401-225."]

15 MS. KEISLING:

16 You need a motion to make the change to  
17 include late fees. So moved.

18 MS. PAINTER:

19 Second.

20 CHAIR CARDONE:

21 Any discussion? All those in favor?

22 All those opposed?

23 [The motion carried unanimously.]

24 \*\*\*

25 [Dana Wucinski, Esquire, Regulatory Board Counsel,

1 referred to the ASWB comments, noting an area of  
2 caution related to Section 47.36 regarding preapproved  
3 provider status. The ASWB questioned whether Board-  
4 approved providers are checked to assure that their  
5 continuing education (CE) courses meet the standards  
6 established by the Board.

7 Ms. Matter stated the requirement under 47.36(b)  
8 is approved by the Board biennially, but there is no  
9 language that refers to the reevaluation for Board-  
10 approved providers in the regulations.

11 Ms. Wucinski will respond to ASWB, noting the  
12 Board's decision to decline revisions on the basis of  
13 implied expectation, that the Board follows its  
14 preapproved providers.

15 Ms. Wucinski noted the changes will be made and  
16 placed on the next agenda for Board's review.]

17 MS. WUCINSKI:

18 I believe the Board will entertain a  
19 motion to direct Board Counsel to make  
20 the revisions as discussed today.

21 MS. KEISLING:

22 So moved.

23 MS. PAINTER:

24 Second.

25 CHAIR CARDONE:

1 Any discussion? All those in favor?

2 Anyone opposed?

3 [The motion carried unanimously.]

4 \*\*\*

5 [Chair Cardone requested a refresher on the IRRC  
6 process. Ms. Wucinski offered to email a flowchart to  
7 Board members and answer any questions sent to her via  
8 email. It was noted that IRRC's website also provides  
9 an explanation of the process.]

10 \*\*\*

11 Report of the Board Chair

12 [Chair Cardone requested an update on the Board's  
13 Newsletter. Ms. Matter will email individuals their  
14 articles to review and make any revisions needed.

15 Chair Cardone suggested adding articles related  
16 to Act 6 and the new Pennsylvania Licensing System  
17 (PALS). Chair Cardone noted a concern regarding  
18 difficulties with the over 20,000 licensees being  
19 licensed by February.

20 Ms. Matter explained the PALS application process  
21 for downloading documentation for completion and the  
22 payment of fees. Chair Cardone suggested also  
23 providing a detailed explanation on the website.

24 Ms. Byrd, from the National Association of Social  
25 Workers (NASW), noted her concerns with being unable

1 to answer questions regarding applications with the  
2 new online system.

3 Chair Cardone brought Act 6 to the Board's  
4 attention regarding the reporting of disciplinary  
5 actions to the Board. Ms. Wucinski provided  
6 information on Act 6 that went into effect in April  
7 requiring every licensee to report disciplinary  
8 actions, even from other states, criminal charges, and  
9 criminal convictions. She mentioned the hiring of  
10 additional prosecutors due to the increased workflow.

11 Ms. Keisling discussed informing licensees of Act  
12 6.

13 Ms. Guilfoyle noted that Act 6 also included the  
14 ability to immediately temporarily suspend licenses.  
15 She stated the Board of Social Workers has this  
16 capability under its Practice Act.

17 Ms. Wucinski stated notifications were sent to  
18 shareholders and stakeholders and should be added to  
19 all Board websites. Ms. Cardone mentioned adding the  
20 notification to the NASW and Clinical Society  
21 Newsletter and the Board's website or newsletter. Ms.  
22 Wucinski discussed the Board's capability for an email  
23 blast, as well as the Board's newsletter, to direct  
24 licensees to check the Board's website.

25 Chair Cardone raised the issue of mobility



1 between states and licenses, as well as barriers in  
2 the regulations. Dr. Corby noted attending the  
3 Association of Marriage & Family Therapy Regulatory  
4 Boards (AMFTRB) Meeting, where language for mobility  
5 was discussed that could be applicable to all  
6 licenses. She stated, following the Executive Order  
7 2017-03 results, the Board can further review  
8 mobility.]

9 \*\*\*  
10 [Ian J. Harlow, Commissioner of Professional and  
11 Occupational Affairs, entered the meeting at  
12 10:35 a.m.]

13 \*\*\*  
14 Report of Commissioner  
15 [Ian J. Harlow, Commissioner of Professional and  
16 Occupational Affairs, discussed PALS and Act 6.  
17 Commissioner Harlow informed the Board of an  
18 email blast to all licensees providing an explanation  
19 of Act 6. Commissioner Harlow addressed the setting  
20 up of the Pennsylvania Justice Network (JNET), where  
21 all of the courts report any adverse actions against  
22 individuals.

23 Commissioner Harlow stated the system compares  
24 licensing data to those daily reports. Actions are  
25 reported automatically. He noted multiple parameters

1 are used when taking action against a licensee,  
2 including a verification of the information.  
3 Commissioner Harlow stated that JNET only works for  
4 convictions that occur in Pennsylvania, but manual  
5 reporting would still be required for outside of the  
6 state.

7 Commissioner Harlow discussed expungement,  
8 including CE and practice violations of less than six  
9 months. He noted the need to promulgate regulations  
10 for expungement, which fall under the Commissioner's  
11 authorities and duties.

12 Commissioner Harlow discussed the Commonwealth's  
13 decision to move to a web-based processing system,  
14 including cost and staff. He referred to PALS as a  
15 paperless system for the renewal process.

16 Commissioner Harlow explained the use of PALS by the  
17 Bureau of Enforcement and Investigation (BEI), the  
18 legal office, and the hearing examiner's office.

19 Commissioner Harlow noted bureau-wide challenges  
20 with the loss of 21 positions, but that the system is  
21 an attempt to do more with less. He discussed the  
22 consideration of FAQs and globally working on training  
23 videos for internal staff and external participants  
24 for input.

25 Commissioner Harlow discussed the PALS

1 Application Checklist Section on the website for  
2 individuals submitting applications.

3 Commissioner Harlow offered suggestions to handle  
4 problems with PALS, such as conducting a separate  
5 meeting regarding problems and results. Dr. Corby  
6 suggested inviting other Boards and organizations to  
7 attend the meeting.

8 Commissioner Harlow addressed Executive Order  
9 2017-03, noting that a report will be issued on May  
10 25, 2018. He encouraged the Board to wait for the  
11 report before moving forward with any regulation  
12 provisions. He reviewed the reluctance of the  
13 Advisory Committee to make recommendations to each  
14 Board. He defined the report as very statistical and  
15 data-driven in nature. Each of the 29 Licensing  
16 Boards and Commissions can then review the information  
17 to make their own determination on changes.

18 Commissioner Harlow commented that Pennsylvania's  
19 licensing fees are the lowest, and various training  
20 requirements are less onerous than other  
21 jurisdictions. He also noted data on criminal history  
22 aspects and portability.

23 Commissioner Harlow addressed Board member  
24 vacancies, stating that there are four candidates that  
25 the Governor's office and senate has agreed upon to

1 put forth as part of the confirmation process, and two  
2 other names are placeholders, meaning they have not  
3 yet officially submitted the names.

4 Commissioner Harlow discussed the travel ban and  
5 was hopeful the new budget will lessen restrictions,  
6 which will be enacted by July 1, 2018. He discussed  
7 delegate travel and gift ban violations.

8 Commissioner Harlow stated the administration has  
9 limited the number to two individuals who can attend  
10 conferences and recommended staying within that  
11 ceiling until the freeze is lifted.

12 Commissioner Harlow thanked the Board for their  
13 support and welcomed the Board's feedback.]

14 \*\*\*

15 [Ian J. Harlow, Commissioner of Professional and  
16 Occupational Affairs, exited the meeting at  
17 11:19 a.m.]

18 \*\*\*

19 [Amy K. Keisling, LCSW, exited the meeting at  
20 11:19 a.m. and reentered the meeting at 11:24 a.m.]

21 \*\*\*

22 Report of Board Chair (Continued)

23 [Chair Cardone noted two preliminary meetings to  
24 address the regulations for supervision.]

25 \*\*\*

1 [The Board recessed from 11:20 a.m. until 11:27 a.m.]

2 \*\*\*

3 Report of Other Board Members

4 [Marilyn L. Painter, Public Member, passed out an  
5 article from March 6, 2018, Pittsburgh Post-Gazette  
6 Newspaper, titled "Rein in Occupational Licensing".  
7 FYI.]

8 \*\*\*

9 Miscellaneous

10 [Marilyn L. Painter, Public Member, referred to  
11 election of a Vice Chair. The Board discussed the  
12 nominating process.]

13 CHAIR CARDONE:

14 Board Counsel has suggested that we  
15 proceed with nominations for our Vice  
16 Chair, so we are open for nominations  
17 for Vice Chair.

18 MR. GALLICK:

19 I'll nominate Joy again.

20 CHAIR CARDONE:

21 So noted.

22 MS. KEISLING:

23 Second.

24 CHAIR CARDONE:

25 All those in favor? All those opposed?

1 We have a new Vice Chair.

2 Congratulations, Joy.

3 [The motion carried unanimously.]

4 \*\*\*

5 Report of Board Administrator - No Report

6 \*\*\*

7 [Pursuant to Section 708(a)(5) of the Sunshine Act, at  
8 11:37 a.m. the Board entered into Executive Session  
9 with Dana M. Wucinski, Esquire, Board Counsel, for the  
10 purpose of conducting quasi-judicial deliberations in  
11 a number of matters that are currently pending before  
12 the Board and to receive the advice of Counsel. The  
13 Board returned to Open Session at 12:41 p.m.]

14 \*\*\*

15 MOTIONS

16 MS. WUCINSKI:

17 Having returned from Executive Session,  
18 I believe the Board will entertain a  
19 motion to adopt the following Consent  
20 Agreements: Michele S. Lyons-Fadel,  
21 LCSW, File No. 14-69-10868; Mary  
22 Elizabeth Semerod, LSW, File No. 15-69-  
23 07264; Erica Lynn Ploski, LPC, File No.  
24 16-69-06113; and Anna-Kate Braithwaite,  
25 LPC, File No. 16-69-06131.

1 CHAIR CARDONE:

2 Do we have a motion to approve?

3 MS. KEISLING:

4 So moved.

5 MS. PAINTER:

6 Second.

7 CHAIR CARDONE:

8 Discussion? All those in favor? All  
9 those opposed? Abstained?

10 [The motion carried unanimously.]

11 \*\*\*

12 MS. WUCINSKI:

13 I believe the Board will entertain a  
14 motion to provisionally deny the  
15 application for a License to Practice  
16 Social Work and take the ASWB Master's  
17 Examination of Matthew Robert Wagner.

18 DR. CORBY:

19 So moved.

20 MR. GALLICK:

21 Second.

22 CHAIR CARDONE:

23 Discussion? All those in favor? All  
24 those opposed? Abstained?

25 [The motion carried unanimously.]

1 \*\*\*

2 MS. WUCINSKI:

3 I believe the Board will entertain a  
4 motion to approve the Application for a  
5 License to Practice Social Work and take  
6 the ASWB Master's Examination of Kelly  
7 Michelle Chroback.

8 MR. GALLICK:

9 So moved.

10 MS. PAINTER:

11 Second.

12 CHAIR CARDONE:

13 Discussion? All those in favor? All  
14 those opposed? Any abstained?

15 [The motion carried unanimously.]

16 \*\*\*

17 MS. WUCINSKI:

18 I believe the Board will entertain a  
19 motion to provisionally deny the  
20 following applications for License by  
21 Endorsement without Examination to  
22 Practice Marriage and Family Therapy:  
23 Rachelle M. Michaud and Jonathan Ross  
24 Metter.

25 DR. KRAUS:



1                   So moved.

2 DR. CORBY:

3                   Second.

4 CHAIR CARDONE:

5                   Discussion? All those in favor? All  
6                   those opposed? Abstentions?

7 [The motion carried unanimously.]

8                                   \*\*\*

9 MS. WUCINSKI:

10                   I believe the Board will entertain a  
11                   motion to approve the education of  
12                   Barbra Lynn Danin.

13 DR. CORBY:

14                   So moved.

15 DR. KRAUS:

16                   Second.

17 CHAIR CARDONE:

18                   Discussion? All those in favor? All  
19                   those opposed? Abstentions?

20 [The motion carried unanimously.]

21                                   \*\*\*

22 Adjournment

23 CHAIR CARDONE:

24                   Motion to adjourn?

25 MS. KEISLING:

1 I so move.

2 DR. CORBY:

3 Second.

4 CHAIR CARDONE:

5 All those in favor? All those opposed?

6 [The motion carried unanimously.]

7 \*\*\*

8 [There being no further business, the State Board of  
9 Social Workers, Marriage and Family Therapists, and  
10 Professional Counselors Meeting adjourned at 12:44  
11 p.m.]

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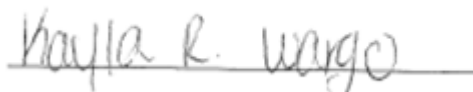
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CERTIFICATE

I hereby certify that the foregoing summary minutes of the State Board of Social Workers, Marriage and Family Therapists and Professional Counselors meeting, was reduced to writing by me or under my supervision, and that the minutes accurately summarize the substance of the State Board of Social Workers, Marriage and Family Therapists and Professional Counselors meeting.



Kayla R. Wargo,

Minute Clerk

Sargent's Court Reporting  
Service, Inc.

STATE BOARD OF SOCIAL WORKERS,  
MARRIAGE AND FAMILY THERAPISTS  
AND PROFESSIONAL COUNSELORS  
REFERENCE INDEX  
May 8, 2018

	TIME	AGENDA
1		
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7		
8		
9	9:38	Official Call to Order
10		
11	9:40	Approval of Minutes
12		
13	9:41	Report of Prosecutorial Division
14		
15	9:55	Report of Board Counsel
16		
17	9:55	Report of Regulatory Counsel
18		
19	10:16	Report of Board Chair
20		
21	10:35	Report of Commissioner
22		
23	11:20	Recess
24	11:27	Return to Open Session
25		
26	11:28	Miscellaneous/Discussion
27		
28	11:37	Executive Session
29	12:41	Return to Open Session
30		
31	12:41	Motions
32		
33	12:44	Adjournment
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