

# MINUTES

## SOUTH CAROLINA BOARD OF SOCIAL WORK EXAMINERS

Monday, August 21, 2023 – 10:00 a.m.

Synergy Business Park - Kingstree Building

Pee Dee Conference Room

110 Centerview Drive, Columbia, SC 29210

### **Board Members Present**

Lynn Melton, Chairperson  
Jacqueline S. Lowe, Vice-Chair  
D. Scott Stephens

### **Absent Member**

None

### **SCLLR Staff Members Present**

Donnell Jennings, Office of Investigations  
and Enforcement  
Katie Phillips, Office of Communications  
and Governmental Affairs  
Megan Flannery, Esq., Office of Advice  
Counsel  
Pam Dunkin, Board Executive  
Sherrie Butterbaugh, Office of Disciplinary Counsel  
Sonya Morse, Office of Disciplinary Counsel  
Ervin Bond, Office of Investigations  
Renee Dash, Office of Investigations  
Shaun Strother, Program Coordinator

### **Present**

Jamie Barrs, Court Reporter  
Matthew Shafer  
Lucy Jones  
Stephanie Sanders

Public Notice of this meeting was properly posted at the office of the South Carolina Board of Social Work Examiners, Synergy Business Park, Kingstree Building, 110 Centerview Drive in Columbia, SC, on the Board's website and provided to any requesting persons, organizations, and news media in compliance with Section 30-4-80 of the 1976 South Carolina Code, as amended, relating to the Freedom of Information Act. A quorum is noted as *present/not present*. All votes referenced herein were unanimous unless otherwise indicated.

*NOTE: These Minutes are a record of the motions and official actions taken by the Board and a brief summary of the meeting.*

### **Meeting Called to Order**

Ms. Melton, Chairperson, called the meeting to order at 10:00 a.m.

## **Approval of the Agenda**

### **MOTION**

On the motion of Ms. Lowe, seconded by Mr. Stephens, the board voted unanimously to approve the agenda with the following changes notated: Matthew Shafer will be presenting the Social Work Compact Bill and the hearing for Kristy Walgren was Continued. The motion passed.

## **Approval/Disapproval of Absent Members - None**

### **Approval of the Minutes – May 22, 2023**

#### **MOTION**

On the motion of Mr. Stephens, seconded by Ms. Lowe, the board voted unanimously in favor to approve the May 22, 2023, meeting minutes with corrections notated. The motion passed.

### **Chairperson's Remarks** – Lynn Melton

Ms. Melton addressed the board.

### **Social Work Compact Bill** – Daniel Logsdon (Virtual)

Matthew Shafer addressed the board in place of Daniel Logsdon.

### **LLR Office of Investigations and Enforcement (OIE)** – Donnell Jennings

Mr. Jennings addressed the board.

### **Administrative Reports**

#### **a. Office of Investigations and Enforcement (OIE) Report – Ervin Bond**

Mr. Bond presented the OIE report to the board for informational purposes only.

#### **b. Investigative Review Conference (IRC) Report – Ervin Bond**

Mr. Bond presented the IRC Reports to the board.

### **Dismissals - None**

### **Formal Complaints**

#### **MOTION**

On the motion of Ms. Lowe, seconded by Mr. Stephens, the board voted unanimously in favor to approve the IRC recommendations for two (2) Formal Complaints. The motion passed.

### **Letter of Caution**

#### **MOTION**

On the motion of Mr. Stephens, seconded by Ms. Lowe, the board voted unanimously in favor to approve the IRC recommendations for the one Letter of Caution. The motion passed.

**c. Office of Disciplinary Counsel (ODC) Report – Sherrie Butterbaugh**

Ms. Butterbaugh provided the ODC Report to the board for informational purposes only.

**d. Administrator’s Reports/Remarks – Pam Dunkin, Board Executive**

Mrs. Dunkin addressed the board and provided the following for informational purposes only:

- Finance Report
- CE Broker Report

**Application Hearings**

**Lucy Jones:** The purpose of this hearing was to determine if Ms. Jones’ supervision hours completed prior to submitting an application and supervision contract be accepted toward licensure as a Licensed Independent Social Worker (LISW-CP) in South Carolina. Ms. Jones was present and not represented by legal counsel.

**MOTION**

On the motion of Mr. Stephens, seconded by Ms. Lowe, the board voted unanimously in favor to go into Executive Session to receive legal counsel regarding Ms. Jones’ request. The motion passed.

**MOTION**

On the motion of Mr. Stephens, seconded by Ms. Lowe, the board voted unanimously in favor to return to Public Session. The motion passed.

**MOTION**

On the motion of Ms. Lowe, seconded by Mr. Stephens, the board voted unanimously in favor for advice counsel to read the motion denying Ms. Jones’ request. The motion passed.

**Stephanie Sanders:** The purpose of this hearing with to determine if Ms. Sanders should be allowed to proceed in the initial licensure process for licensure as a Licensed Master Social Worker (LMSW) in South Carolina. Ms. Sanders was present and not represented by legal counsel.

**MOTION**

On the motion of Mr. Stephens, seconded by Ms. Lowe, the board voted unanimously in favor to approve Ms. Sanders to proceed in the licensure process. The motion passed.

**2022-2024 Renewals:** Kristy Walgren (Virtual) - Continued

**Disciplinary Hearing - None**

**New Business**

**a. Review List of New Licensees (5/8/2023 – 8/4/2023)**

The board reviewed the list of New Licensees for informational purposes only.

**b. Ratification and Continuing Education Sponsorships Approved (5/8/2023 – 8/4/2023)**

The board reviewed the Continuing Education Sponsorships Approved for Informational purposes only.

**c. Discussion and Vote: Review of Staff Guidelines for Criminal Convictions in Regards to Licensure – Megan Flannery**

Ms. Flannery addressed the board.

**d. Discussion and Vote: Additional Investigative Review Conference (IRC) Members – Pam Dunkin**

**MOTION**

On the motion of Ms. Lowe, seconded by Mr. Stephens, the board voted unanimously in favor to table the discussion and review to consider other applicants. The motion passed.

**Old Business**

**a. Discussion and Vote: Continued Regulations Review and Drafting – Megan Flannery**

**MOTION**

On the motion of Ms. Lowe, seconded by Mr. Stephens, the board voted unanimously in favor to submit the regulation changes and additions for approval. The motion passed.

**Lunch (Time of Lunch will be at the discretion of the Board Chair): No lunch was needed.**

**Executive Session, If needed: No Executive Session was needed.**

**Public Comments: There were no public comments presented.**

**Adjournment:**

**MOTION**

Mr. Stephens moved to adjourn. The motion was seconded by Ms. Lowe. All were in favor and the motion passed. There being no other business, the meeting was adjourned at 12:57 p.m.