

DIVISION OF HEALTH SERVICES REGULATION  
BOARD OF SOCIAL WORK EXAMINERS

3 CAPITOL HILL  
CONFERENCE ROOM 104  
PROVIDENCE, RHODE ISLAND

Thursday, November 20, 2014  
9:00 AM

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

Lynn Finocchiaro, LICSW  
Connie Gallo, LCSW  
Barry Noel, LCSW  
Kimberly Perry, LICSW  
Dr. Mary Ann Shallcross-Smith  
Sandra Munroe Wunschel, LICSW

BOARD MEMBERS NOT IN ATTENDANCE

Ronda Jones, MSW, QRC

STAFF MEMBERS IN ATTENDANCE

Karl Beauregard, Legal Counsel  
Arlene Hartwell, Board Manager

OTHERS IN ATTENDANCE

None

1. Establishment of a quorum

A meeting of the Board of Social Work of Examiners was held on Thursday, November 20, 2014 at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. A quorum was established and the Open Session meeting was called to order at 9:07 AM on a motion by Mary Ann Shallcross-Smith and seconded by Sandra Munroe Wunschel. Motion carried.

2. Presentation of the October 9, 2014 Open Session Meeting Minutes

Motion was made by Sandra Munroe Wunschel and seconded by Lynn Finocchiaro to accept the Open Session minutes of October 9, 2014. The Board voted unanimously to approve the Open Session minutes as presented. Motion carried.

3. Old Business

- ASWB International Tele Technology
  - i. Dwight Hymans, of ASWB, informed Sandra Munroe Wunschel that no individuals are assigned to geographical regions. Dwight Hymans stated that questions and issues relative to ASWB International Tele Technology can be directed to him.
- Code of Conduct
  - i. Model Practice Act
    - 1. Discussion about adoption of a code of ethics. Legal counsel will check to see if the model is adoptable as is, or if the board should amend the language to make it specific to Rhode Island.

4. New Business

- Application Review Process
  - i. Mary Ann Shallcross-Smith nominated Connie Gallo as primary application reviewer. The board voted unanimously for Connie Gallo to be the primary application reviewer during months when a

board meeting is not scheduled and there are applications for approval.

- ii. Lynn Finocchiaro nominated Kimberly Perry as secondary application reviewer. The board voted unanimously for Kimberly Perry to be the secondary application reviewer during months when a board meeting is not scheduled and there are applications for approval.

5. Motion to adjourn to Closed Session

Motion was made by Sandra Munroe Wunschel and seconded by Mary Ann Shallcross-Smith to adjourn to Closed Session at 9:28 AM. Motion carried. Pursuant to Sections 42-46-4 and 42-46-5(a)(1) of the Rhode Island General Laws, for the purpose of discussing job performance, character, physical or mental health of applicants for licensure. Said individuals have been notified in advance by writing that they may request that the discussion be held at an open meeting. Also, pursuant to Sections 42-46-4 and 42-46-5(a)(4) of the Rhode Island General Laws, for investigatory proceedings regarding allegations of civil or criminal misconduct.

6. Motion to return to Open Session

Motion was made by Sandra Munroe Wunschel and seconded by Barry Noel at 10:54 AM to re-open the Open Session and to seal the Minutes of the Closed Session pursuant to Sections 42-46-4, 42-46-5 and 42-46-7 of the Rhode Island General Laws. Motion carried.

7. Final Actions on all votes taken in Closed Session

- The board reviewed and approved 3 applications, denied 1 application, and proposed action on 3 cases.

8. Adjournment

The next Board of Social Work Examiners meeting will be held Thursday January 22, 2015 at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. Motion was made by Lynn Finocchiaro and seconded by Barry Noel to adjourn at 10:55 AM. Motion carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Arlene Hartwell".

Arlene Hartwell  
Board Manager  
Office of Health Professionals Regulation