

**BIENNIAL REPORT OF EXAMINING AND LICENSING BOARDS**

**(M.S. Section 214.07)**

**Boards:** Office of Social Work & Mental Health  
Board of Marriage & Family Therapy  
Board of Social Work  
Board of Unlic. Mental Health Care Providers

**Location:** Office of Social Work and Mental Health  
Boards  
  
Colonial Park Office Building  
2700 University Ave. W., #225  
St. Paul, MN 55114

**Statutory  
Authority:** M.S. Chapter 148.B.01 - .48.

**Report Period:** June 30, 1988 through May 1, 1990

**Submitted by:** Lori McPherson, Executive Director  
October 1, 1990

**OFFICE OF SOCIAL WORK AND MENTAL HEALTH BOARDS**

**Location:** Office of Social Work and Mental Health Boards

Colonial Park Office Building  
2700 University Ave. W., #225  
St. Paul, MN 55114

**Statutory Authority:** M.S. Chapter 148B.01 - .48.

**Executive Secretary:** Lori L. McPherson

**I. Clause A: General Statement of Board Activities**

The Office of Social Work and Mental Health Boards was established to coordinate the administrative and staffing functions of the Boards of Marriage & Family Therapy, Social Work, and Unlicensed Mental Health Care Providers. The Office has established an Executive Committee (board) comprised of two members of the three boards to which it provides services.

It is the Office Executive Committee's responsibility to ensure the needs of the boards are being serviced so as to enhance the governance of regulated professionals, provide for protection, and to assist in joint policy direction on issues related to the governance of regulated professions.

## **II. Clause B: Total Number of Meetings Held**

**Approximate Total Number of Hours Spent By Board Members In Meetings And On Other Board Activities:**

### **REGULAR COMMITTEE MEETINGS**

<b>BOARD MEMBER'S NAME</b>	<b># of Meetings</b>		<b>Time Spent (hours)</b>	
	<b>FY9</b>	<b>FY0</b>	<b>FY9</b>	<b>FY0</b>
<b>William Anderson</b>	<b>1</b>	<b>5</b>	<b>.92</b>	<b>9.42</b>
<b>Doris Barry</b>	<b>9</b>		<b>16.92</b>	
<b>Don Cavalier</b>	<b>5</b>	<b>4</b>	<b>9.25</b>	<b>8.42</b>
<b>Sharon Davern-Fecker</b>	<b>9</b>	<b>4</b>	<b>16.00</b>	<b>8.08</b>
<b>Glenda Dewberry-Rooney</b>	<b>8</b>		<b>15.42</b>	
<b>Penny Johnson</b>	<b>1</b>	<b>1</b>	<b>2.33</b>	<b>3.17</b>
<b>C.L. Moore</b>	<b>9</b>		<b>15.92</b>	
<b>Joanne Ossanna</b>	<b>8</b>	<b>3</b>	<b>14.92</b>	<b>3.42</b>
<b>Jerry Pederson</b>	<b>1</b>	<b>1</b>	<b>1.58</b>	<b>2.83</b>
<b>Rosemary Perrault</b>		<b>1</b>		<b>1.33</b>
<b>Grace Petri</b>	<b>4</b>	<b>5</b>	<b>8.58</b>	<b>9.42</b>
<b>James Prokop</b>	<b>3</b>	<b>3</b>	<b>5.58</b>	<b>4.92</b>
<b>Geraldine Rudd</b>	<b>3</b>		<b>6.25</b>	
<b>Kate Selseth-Kill</b>	<b>1</b>		<b>2.00</b>	

## COMMITTEE MEETINGS

### Open House Committee:

Members: Harrington, Ossanna, Prokop

### Search and Structure Committee:

1989 Members: Barry, Cavalier, Dewberry-Rooney, Davern-Fecker, Johnson, Rudd

The Search and Structure Committee met on the following dates:

May 1989  
June 1989  
July 1989

### Legislative Task Force:

Members: Barry, Cavalier, Johnson, Dean, McPherson, Mancheski, Sullivan

The Legislative Task Force met on the following dates:

December 7, 1989                      January 18, 1990  
December 28, 1989

### Retreat Committee:

Members: Cavalier, Glover, Johnson

The Retreat Committee met on the following dates:

September 1989

## III.            Clause C: The Receipt and Disbursement of Office Funds

	<u>FY 89</u>	<u>FY 90</u>	<u>TOTAL</u>
Total State Appropriations	152,168	221,394	373,562
Total Non-Dedicated Fee Receipts	-0-	-0-	-0-
Total Disbursements	133,002	156,538	289,540

### COMMENTS:

- Fiscal Year 1990 includes data through May 1, 1990
- Fee Receipts are collected by the Board of Marriage & Family Therapy, Social Work, and Unlicensed Mental Health Providers.
- Appropriations include a portion of the Board of Social Work's L.A.C. request and are less rent disbursements made to the Board of Marriage & Family Therapy, Social Work, Unlicensed Mental Health.
- Total State Appropriations include additional salary appropriations by the Legislature for fiscal year 1990.

**IV. Clause D: List of Board Members Who Served on the Office Executive Committee for FY89 - FY90**

NAME & ADDRESS	OCCUPATION	APPOINTMENT		REAPPOINTMENT	
		BEGIN	END	BEGIN	END
William Anderson	Educator/Independent Social Worker	9/16/87	1991		
Doris Barry	Independent Clinical Social Worker/Private Practice	9/16/87	1992		
Don Cavalier	Dir. of Counseling & Career Center				
Sharon Davern-Fecker	Psychologist, LMFT, Private Practice	9/29/87	1991		
Glenda Dewberry Rooney	Independent Clinical Social Worker/Educator	9/16/87	1990	1990	1994
Penny Johnson	Cottage Director/Therapist	9/29/87	1990	1990	1994
C.L. Moore	Pediatric Psychologist	9/29/87	1992		
JoAnne Ossanna	Marketing	9/16/87	1992		
Jerry Pederson	Chemical Dependency Counselor	6/27/88	1991		
Rose Mary Perrault	Director, Community Schools	9/29/87	1991		

REAPPOINTMENT NAME & ADDRESS	OCC	APPOINTMENT			
		BEGIN	END	BEGIN	END
Grace Petri	Social Worker Public Agency	9/16/87	1992		
James Prokop	Psychologist & Fam. Therapist, LICSW	9/29/87	1990	1990	1994
Geraldine Rudd	Other Professional	03/12/89	1990	1990	1994
Kathryn Selseth-Kill	Administrator	9/16/87	1992		

**V. Clause E: List of Employees Who Were Employed During FY89 - FY90**

Lori McPherson, Executive Director  
Susan Thompson, Business Manager  
Laurie Johnson, Clerk Typist Four  
Virginia Adler, Clerk Typist Two  
Kris Perry, Clerk Typist Two  
Chris Emery, Clerk Typist One  
Jody Landkamer, Clerk Typist One  
Nancy O'Brien, Clerk Typist One  
Catherine Sterling, Clerk Typist One  
Michelle Gutzman, Clerk Typist One  
Karolee Graff, Temp. Clerk Typist One  
Joelle Bichel, Temp. Clerk Typist One  
Jim Elliot, Temp. Clerk Typist One  
Jon Feldhake, Temp. Clerk Typist One  
Kathleen Heidel, Temp. Clerk Typist One  
Marisa Kelly, Temp. Clerk Typist One  
Nancy Luger, Temp. Clerk Typist One  
Tess Owens, Temp. Clerk Typist One  
Velma Thomas, Temp. Clerk Typist One  
Christy Watson, Temp. Clerk Typist One

**VI. Clause F: Summary of Board Rules Proposed/Adopted**  
**Not Applicable.**

**VII. Clause G: Number of Applications Approved by the Board**  
**Not Applicable.**

**VIII. Clause H: Dates and Locations of Examinations**  
**Not Applicable.**

**IX. Clause I: Number of Persons Examined**  
**Not Applicable.**

**X. Clause J: Number of Persons Licensed Through Examination**  
**Not Applicable.**

- XI.            Clause K:   Number of Applicants Not Licensed After  
Taking the Examination**
- Not Applicable.**
- XII.           Clause L:   Number of Applicants not Taking the Exam Who  
Were Denied Licensure**
- Not Applicable.**
- XIII.          Clause M:   Number of Licensees/Registrants whose Right  
to Practice Were Revoked**
- Not Applicable.**
- X.             Clause N:   Complaints Received**
- Not Applicable.**



## **BOARD OF MARRIAGE AND FAMILY THERAPY**

**Location:** Office of Social Work and Mental  
Health Boards

Colonial Park Office Building  
2700 University Ave. W., #225  
St. Paul, MN 55114

**Statutory  
Authority:** M.S. Chapter 148.B29 - .39

**Executive  
Secretary:** Vacant

### **I. Clause A: General Statement of Board Activities**

The Board of Marriage and Family Therapy has been involved in developing a Statement of Need and Reasonableness and drafting permanent rules governing the licensure of Marriage and Family Therapists in accordance with Minnesota Statutes, sections 148B.31.

In addition to the promulgation of rules, the Board of Marriage and Family Therapy was involved in the establishment of internal policies and procedures regarding Board functioning, establishing sub-committees, approving of courses for Continuing Education, and the processing of complaints. The Board has also been involved with the design of computer software which will be used to administer the licensee database.

The Board of Marriage and Family Therapy grandparenting period ended June 30, 1989. Through grandparenting, the board received 783 applications for licensure. As of May 1, 1990, there were 780 marriage and family therapists licensed by the board and three applications pending approval.

## II. Clause B: Total Number of Meetings Held

Approximate total number of hours spent by board members in regular Board Meetings - Does not include other board activities:

### REGULAR BOARD MEETINGS

NAME	# of Meetings		Hours	
	FY9	FY0	FY9	FY0
Sharon Davern-Fecker	11	3	35.15	8.17
Mary Hayes (appointed 3/14/90)	0	1		3.75
Penny Johnson	11	2	32.17	4.42
Michael Metz (resigned)	11	0	35.15	0
C.L. Moore	9	1	28.12	2.50
Rosemary Perrault	11	3	33.73	8.17
James Prokop	11	3	35.73	8.17
Margaret Radosevich	12	3	36.73	8.17

## **COMMITTEE MEETINGS**

### **Rules Committee:**

**Members:** Davern-Fecker, Moore, Perrault, Prokop

**The Rules Committee met on the following dates:**

April 20, 1989  
May 18, 1989  
June 9, 1989  
July 14, 1989  
September 14, 1989  
October 13, 1989

### **Applications Review Committee**

**Members:** Prokop, Radosovich, Johnson

**The Applications Review Committee met on the following dates:**

February 17, 1989	January 19, 1990
March 10, 1989	April 20, 1990
April 20, 1989	
May 18, 1989	
July 20, 1989	
September 14, 1989	
October 19, 1989	
November 17, 1989	
December 15, 1989	

### **Continuing Education Committee:**

**Members:** Hayes, Johnson, Radosovich, Metz, and four non-board members

**The Continuing Education Committee met on the following dates:**

July 21, 1989	April 19, 1990
August 4, 1989	
September 15, 1989	
October 20, 1989	
December 15, 1989	

### **Complaints/Discipline Committee:**

**1989 Members:** Davern-Fecker, Radosovich

**1990 Members:** Davern-Fecker, Johnson, Perrault

**The Complaint Committee met on the following dates:**

January 20, 1989	
February 17, 1989	
March 9, 1989	May 4, 1990
April 21, 1989	
May 19, 1989	
June 16, 1989	
June 21, 1989	
July 11, 1989	

August 4, 1989  
 September 29, 1989  
 October 13, 1989  
 October 20, 1989  
 November 17, 1989  
 December 15, 1989

**Officers Committee:**

1989 Members: Moore, Davern-Fecker, Prokop  
 1990 Members: Davern-Fecker, Prokop, Johnson  
 The Officers Committee met on the following dates:  
 February 17, 1989  
 March 10, 1989  
 April 21, 1989  
 May 19, 1989  
 June 16, 1989  
 September 15, 1989

**Public Education Committee:**

Members: Moore, Davern-Fecker, Prokop, Johnson

**Personnel Committee:**

Members: Moore, Metz  
 The Personnel Committee met on the following dates:  
 May 1990

**By-laws Committee:**

Members: Perrault, Radosevich  
 The By-laws Committee met on the following dates:  
 November 1989

**III. Clause C: The Receipt and Disbursement of Board Funds**

	<u>FY 89</u>	<u>FY 90</u>	<u>TOTAL</u>
Total State Appropriations	94,049	99,624	193,673
Total Non-Dedicated Fee Receipts	173,444	154,135	327,579
Total Disbursements	71,285	68,609	139,894

**COMMENTS:**

-Fiscal Year 1990 includes data through May 1, 1990  
 -Appropriations include a rent dispersements made to the Board of Marriage & Family Therapy by the Office of Social Work and Mental Health.

**- \$42,150 of FY89 Non-Dedicated Fee Receipts were transferred to FY90 Non-Dedicated Fee Receipts**  
**- Total State Appropriations include additional salary appropriations for fiscal year 1990.**

**IV. Clause D: List of Board Members Who Served in FY89 - FY90**

**Number of Board members required by statute: 7**

**The statutory length of term: Of the first board members appointed, three shall continue in office for two years, two members for three years, and two members for terms of four years respectively. Their successors shall be appointed for terms of four years each, except for filling vacancies, which appointments are for the unexpired term.**

**Qualifications of board members.**

- A. Four members shall be licensed, practicing marriage and family therapists, each of whom shall for at least five years immediately preceding appointment, have been actively engaged as a marriage and family therapist.**
- B. One member shall be engaged in the professional teaching and research of marriage and family therapy.**
- C. Two members shall be representatives of the general public who have no direct affiliation with the practice of marriage and family therapy.**

**All members shall have been a resident of the state of Minnesota two years preceding their appointment.**

NAME & ADDRESS	OCCUPATION	APPOINTMENT		REAPPOINTMENT	
		BEGIN	END	BEGIN	END
Sharon Davern-Fecker	Psychologist, LMFT	9/29/87	1991		
Mary Hayes	Psychologist	3/14/90	1992		
Penny Johnson	Cottage Director/ Therapist	9/29/87	1990	1990	1994
Michael Metz	Psychologist Professor	9/29/87	resigned		
C.L. Moore	Pediatric Psychologist	9/29/87	1992		
Rose Mary Perault	Director, Community Schools	9/29/87	1991		
James Prokop	Psychologist, Fam. Therapist, LICSW	9/29/87	1990	1990	1994
Margaret Radosevich	Community Activist	9/29/87	1990	1991	1994

**V. Clause E: List of Employees Who Were Employed During FY89 - FY90**

**Debbie Mancheski, Executive Secretary**

**COMMENTS:**

**-The Office of Social Work and Mental Health Boards employees the clerical staff to the boards.  
-The Executive Director position is vacant at this time.**

**VI. Clause F: Summary of Board Rules Proposed/Adopted**

**Intent to Solicit Outside Opinions and Information on Proposed Emergency Rules was published in the State Register on June 5, 1989.**

**Proposed Permanent Rules are currently at the State Office of the Revisors.**

**VII. Clause G: Number of Applications Approved by the Board**

**There were two applicants who were approved by the board to take the examination which was administered on May 11, 1990**

**VIII. Clause H: Dates and Locations of Examinations**

**St. Paul, MN**

**May 11, 1990**

**IX. Clause I: Number of Persons Examined**

**There were two applicants who took the examination administered on May 11, 1990.**

**X. Clause J: Number of Persons Licensed Through Examination**

**To date, no examination scores have been returned to the Board office. Therefore, there have been no persons licensed through examination to date.**

**XI.        Clause K:   Number of Applicants Not Licensed After  
Taking the Examination**

**None to date.**

**XII.       Clause L:   Number of Applicants not Taking the Exam Who  
Were Denied Licensure**

**There are three files pending licensure through grand-  
parenting (no examination required). To date, none  
have been denied licensure.**

**XIII.      Clause M:   Number of Licensees/Registrants whose Right  
to Practice Were Revoked**

**No licensees right to practice has been revoked to  
date. Investigations are pending.**

**X.         Clause N and O:   Complaints Received**

**A total of twenty-two complaints have been received to  
date of which the following actions have occurred:**

<b>Pending Action</b>	<b>8</b>
<b>Under Investigation</b>	<b>2</b>
<b>Awaiting Conclusion</b>	<b>1</b>
<b>Referred to Other Agencies</b>	<b>5</b>
<b>Dismissed:</b>	
<b>With Jurisdiction</b>	<b>4</b>
<b>With No Jurisdiction</b>	<b>2</b>



**BOARD OF SOCIAL WORK**

**(M.S. Section 214.07)**

**Location:** Office of Social Work and Mental Health  
Boards

Colonial Park Office Building  
2700 University Ave. W., #225  
St. Paul, MN 55114

**Statutory  
Authority:** M.S. Chapter 148.B18 - .28

**Executive Secretary:** Vacant

**I. Clause A: General Statement of Board Activities**

The Board of Social Work's grandparenting period ended June 30, 1989. Through grandparenting, the board has received approximately 9,700 applications. As of May 1, 1990 there were 7,415 Social Workers licensed by the Board and approximately 2,285 open applications.

The focus of the Executive Director has been to develop and write the Statement of Need and Reasonableness and to finish processing the proposed permanent rules for the licensure of social workers.

The focus of the Board of Social Work has been to process the approximate 9,700 grandparenting applications and to review the approximate 2,000 licensees who are renewing their license to practice in 1990.

In addition to the promulgation of rules, the Board of Social Work was involved in the establishment of internal policies and procedures regarding Board functioning, establishing sub-committees, approving of courses for continuing education, and the processing of complaints. The Board has also been involved with the design of computer software which will be used to administer the licensee database.

## II. Clause B: Total Number of Meetings Held

Approximate total number of hours spent by board members in regular Board Meetings - Does not include other board activities:

### REGULAR BOARD MEETINGS

BOARD MEMBER'S NAME	# of Meetings		Time Spent (hours)	
	FY9	FY0	FY9	FY0
William Anderson	12	5	35.67	17.17
Judith Anywaush Appointed 4/29/88	10	3	29.92	10.17
Doris Barry	12	3	36.92	10.83
Glenda Dewberry-Rooney	12	2	36.25	5.92
Gleason Glover	6	2	17.75	6.33
Etheldoris Grais	10	3	31.42	9.92
Cecelia Harrington (resigned)	13	2	39.58	6.42
Gerald Koenig	11	5	34.50	17.17
Grace Petri	11	5	34.83	17.17
Maureen Seliski	12	4	36.33	14.25

## COMMITTEE MEETINGS

### Applications Review Committee:

Members: Anderson, Barry, Dewberry-Rooney, Glover, Koenig, Petri, Seliski

The Applications Review Committee met on the following dates:

01/06/89	06/03/89	January 5, 1990
01/07/89	06/17/89	February 2, 1990
02/09/89	07/06/89	March 2, 1990
02/10/89	07/07/89	April 6, 1990
03/11/89	07/08/89	May 4, 1990
04/06/89	07/20/89	
04/07/89	07/21/89	
04/08/89	07/22/89	
05/04/89	08/03/89	
05/05/89	09/08/89	
05/06/89	10/06/89	
06/01/89	11/09/89	
06/02/89	12/01/89	

### Personnel/Evaluation Committee:

Members: Barry, Glover, Graiss, Petri

The Personnel/Evaluation Committee met on the following dates:

June 2, 1989	February 1990
October 5, 1989	
November 9, 1989	
November 10, 1989	

### Nominations Committee:

Members: Graiss, Seliski

The Nominations Committee met on the following dates:  
December 1989

### Rules Committee:

Members: Barry, Dewberry-Rooney, Glover, Petri, Seliski

The Rules Committee met on the following dates:

February 7, 1989	January 1990
March 1989	
August 3, 1989	
August 4, 1989	
September 8, 1989	

### Examination Committee:

Members: Seliski, Anderson, Dewberry-Rooney, Glover

The Examination Committee met on the following dates:

October 1989	January 1990
November 1989	

**Continuing Education Committee:**

**Members:** Anderson,

**The Continuing Education Committee met on the following dates:**

January 6, 1989  
February 10, 1989  
March 10, 1989  
April 7, 1989  
May 5, 1989  
June 2, 1989  
July 7, 1989  
August 4, 1989  
September 8, 1989  
October 6, 1989  
November 9, 1989  
December 1, 1989

January 5, 1990  
February 2, 1990  
March 2, 1990  
April 6, 1990  
May 4, 1990

**Policy Committee:**

**Members:** Harrington,

**The Policy Committee met on the following dates:**

September 1989  
October 1989

**Complaint Committee:**

**Members:** Barry, Glover, and Executive Director

**The Complaint Committee met on the following dates:**

January 12, 1989  
January 17, 1989  
April 7, 1989  
October 3, 1989  
December 14, 1989

January 18, 1990  
January 25, 1990  
March 28, 1990  
April 4, 1990  
May 2, 1990  
June 27, 1990

**Retreat Committee:**

**Members:** Glover, Petri

**The Retreat Committee met on the following dates:**

February 1989  
September 1989

February 1990

**Budget Committee:**

**Members:** Anywaush

**III. Clause C: The Receipt and Disbursement of Board Funds**

	<u>FY 89</u>	<u>FY 90</u>	<u>TOTAL</u>
<b>Total State Appropriations</b>	<b>134,829</b>	<b>166,866</b>	<b>301,695</b>
<b>Total Non-Dedicated Fee Receipts</b>	<b>333,030</b>	<b>744,831</b>	<b>1,077,861</b>
<b>Total Disbursements</b>	<b>125,312</b>	<b>131,694</b>	<b>257,006</b>

**COMMENTS:**

- Fiscal Year 1990 includes data through May 1, 1990
- Appropriations include a rent dispersements made to the Board of Social Work by the Office of Social Work and Mental Health.
- Total State Appropriations include additional L.A.C. requests approved in the amount of \$86,000 for each fiscal year less a portion of salary distributions which were made to the Office of Social Work and Mental Health. Appropriations also include additional salary appropriations for fiscal year 1990.

**IV. Clause D: List of Board Members Who Served in FY89 - FY90**

**Number of Board members required by statute: 10**

**The statutory length of term: The terms of members is four years. The appointing authority shall appoint as nearly as possible one-fourth of the members in each category of membership to terms expiring each year.**

**Qualifications of board members.**

- A. Six members of the board shall be social workers from the following levels: two licensed independent clinical social workers, two licensed independent social workers, and two licensed social workers. Social worker members shall represent the following employment settings:**
- (1) two members shall be public agency social workers;**
  - (2) two members shall be private agency social workers;**
  - (3) one member shall be engaged in private practice;**

(4) one member shall be an educator engaged in regular teaching duties at an accredited program of social work; and

(5) in addition, at least two members shall be persons of color and at least four members shall reside outside of the seven-county metropolitan area (MN Statutes 148B.19).

- B. Three members shall be representative of the public as defined in Minnesota Statute 214.02
- C. One member shall be a school social worker licensed by the board of teaching.

NAME & ADDRESS	OCCUPATION	APPOINTMENT		REAPPOINTMENT	
		BEGIN	END	BEGIN	END
William Anderson	Educator/Independent Social Worker	9/16/87	1991		
Judith Anywaush	Educator	4/29/88	1989	1989	1993
Doris Barry	Independent Clinical Social Worker Private Practice	9/16/87	1992		
Glenda Dewberry Rooney	Independent Clinical Social Worker/Educator	9/16/87	1990	1990	1994
Gleason Glover	Independent Social Worker Private Agency	9/16/87	1990	1990	1994
Etheldoris Graiss	Homemaker Public Member	9/16/87	1991		
Cecelia Harrington	Nurse/Educator Public Member	2/3/88	resigned		
Gerald Koenig	School Social Worker	9/16/87	1992		
Grace Petri	Social Worker Public Agency	9/16/87	1992		
Maureen Jude Seliski	Social Worker Public Agency	9/16/87	1992		

V.           **Clause E: List of Employees Who Were Employed During  
FY89 - FY90**

Michael Dean, Executive Director  
Mary Ann Murphy, Executive Director  
Lisa Leesch, Temporary Social Worker I  
Peggy Kessel, Temporary Social Worker I  
Cathy Carter, Temporary Social Worker I  
Katie Sorenson, Temporary Social Worker I  
Amy Dawald, Temporary Social Worker I

**COMMENTS:**

-The Office of Social Work and Mental Health Boards  
employees the clerical staff to the boards.  
-The Executive Secretary position is vacant at this  
time.

VI.           **Clause F: Summary of Board Rules Proposed/Adopted**

Solicitation of Outside Information or Opinions  
regarding permanent emergency rules was published in  
State Register on June 19, 1989.

VII.           **Clause G: Number of Applications Approved by the  
Board - Through May 21, 1990**

Licensed Social Worker (LSW) - 4,528  
Licensed Graduate Social Worker (LGSW) - 644  
Licensed Independent Social Worker (LISW) - 900  
Licensed Independent Clinical Soc. Wkr. (LICSW) - 1,733

VIII.           **Clause H: Dates and Locations of Examinations**

Duluth, MN	February 17, 1990
Minneapolis, MN	February 17, 1990

IX.           **Clause I: Number of Persons Examined**

There were 156 persons who took the February 1990  
examination.



**X. Clause J: Number of Persons Licensed Through Examination**

To date, no applicants who took the examination have been licensed. Many exam applicants need to provide the board with the additional requirements for licensure (ie. supervision, transcripts, etc.)

**XI. Clause K: Number of Applicants Not Licensed After Taking the Examination**

Eleven persons failed to receive a passing score on the examination. To date, no person passing the examination have been denied licensure.

**XII. Clause L: Number of Applicants not Taking the Exam Who Were Denied Licensure**

There have been 269 applications from the grandparenting period (not taking an examination) who have been denied licensure by the Board.

**XIII. Clause M: Number of Licensees/Registrants whose Right to Practice Were Revoked**

No licensees right to practice has been revoked to date. Investigations are pending.

**X. Clause N: Complaints Received**

A total of ninety-four complaints have been received to date of which the following actions have occurred:

Panel Investigation	53
Under A. G. Investigation	5
Pending Action	22
Referred to Other Agencies	0
Dismissed:	14

**BOARD OF UNLICENSED MENTAL HEALTH CARE PROVIDERS**

**Location:** Office of Social Work and Mental Health  
Boards

Colonial Park Office Building  
2700 University Ave. W., #225  
St. Paul, MN 55114

**Statutory  
Authority:** M.S. Chapter 148B.40 - .48.

**Executive  
Secretary:** Robert A. Sullivan

**I. Clause A: General Statement of Board Activities**

The Board of Unlicensed Mental Health Care Providers has been involved in the completion of a Statement of Need and Reasonableness and permanent rules governing the regulation of Unlicensed Mental Health Care Providers in accordance with Minnesota Statutes, sections 148B.31.

In addition to the promulgation of rules, the Board of Unlicensed Mental Health Care Providers was involved in the establishment of internal policies and procedures regarding Board functioning, establishing sub-committees, and the processing of complaints.

To date, the board of Unlicensed Mental Health Care Providers has received 579 applications for registration. Of these, 567 have been approved and twelve are pending board approval.

## II. Clause B: Total Number of Meetings Held

Approximate total number of hours spent by board members in regular Board Meetings - Does not include other board activities:

MEMBER'S NAME	REGULAR BOARD MEETINGS		BOARD	
	# of Meetings	Time Spent (hours)		
		FY9	FY0	
Mary Abbett (resigned April '90)	8	0	14.00	0
Michael Becker	7	2	13.97	4.83
JoAnn Brade	8	2	14.88	2.67
Priscilla Braun (resigned Dec. '90)	4	0	8.47	0
Sharon Buffie	8	3	16.13	6.00
Don Cavalier	8	4	15.88	9.50
Judy Erickson	8	3	14.80	7.00
Debra Fonville-Russell	6	3	10.75	6.17
Jay Hauge	9	4	16.25	8.00
Robert Hurlbut (appointed April '90)	9	5	17.55	10.33
James Jobe	9	5	17.55	10.33
Hilma Kangas	12	5	22.72	10.33
Julie Neraas (appointed Mar. '90)	10	5	17.97	10.33
JoAnne Ossanna	10	5	19.05	10.33
Jerry Pederson	3	0	6.47	0
William Rolland (resigned Nov. '89)	9	3	17.83	7.00
Geraldine Rudd	10	3	19.25	7.17
Kathryn Selseth-Kill	9	4	17.00	8.00

## COMMITTEE MEETINGS

### Rules Committee:

Members: Brede, Buffie, Cavalier, Erickson, Jobe, Ossanna, Pederson

The Rules Committee met on the following dates:

January 4, 1989	January 12, 1990
April 26, 1989	February 9, 1990
August 11, 1989	March 9, 1990
August 24, 1989	March 30, 1990
September 8, 1989	April 11, 1990
October 3, 1989	
October 13, 1989	
December 8, 1989	

### Public Information Committee:

Members: Becker, Buffie, Fonville-Russell, Hauge, Rudd

The Public Information Committee met on the following dates:

March 29, 1989	May 13, 1990
October 3, 1989	
November 22, 1989	

### Officers Committee:

1989 Members: Ossanna, Cavalier, Selseth-Kill, Fonville-Russell

1990 Members: Cavalier, Pederson, Selseth-Kill

The Officers Committee met on the following dates:

February 10, 1989	January 12, 1990
March 31, 1989	February 9, 1990
April 26, 1989	March 9, 1990
June 1, 1989	April 13, 1990
June 9, 1989	May 13, 1990
August 11, 1989	
September 18, 1989	
October 3, 1989	
October 13, 1989	
November 10, 1989	
December 5, 1989	

### Complaint Committee:

Members: Abbett, Erickson, Hauge, Jobe, Kangas, Rudd, Sternal

The Complaint Committee met on the following dates:

May 11, 1989	February 8, 1990
June 8, 1989	April 10, 1990
June 16, 1989	June 9, 1990
November 9, 1989	

### Nominating Committee:

Members: Buffie, Erickson

The Nominating Committee met on the following dates:

November 1989

**III. Clause C: The Receipt and Disbursement of Board Funds**

	<u>FY 89</u>	<u>FY 90</u>	<u>TOTAL</u>
Total State Appropriations	105,167	110,941	216,108
Total Non-Dedicated Fee Receipts	125	32,375	32,500
Total Disbursements	80,661	73,593	154,254

**COMMENTS:**

- Fiscal Year 1990 includes data through May 1, 1990
- Appropriations include a rent dispersements made to the Board of Unlicensed Mental Health by the Office of Social Work and Mental Health.
- Total State Appropriations include additional salary appropriations for fiscal year 1990.

**IV. Clause D: List of Board Members Who Served in FY89 - FY90**

Number of Board members required by statute: 17

The statutory length of term: The terms of the members shall be four years with the terms ending on the first Monday in January. The appointing authority shall appoint as nearly as possible one-fourth of the members to terms expiring each year.

The Board consists of 17 members, including two chemical dependency counselors, two professional counselors, two pastoral counselors, five members representing other identifiable specialties and subgroups of providers subject to filing requirements, and six public members.

NAME & ADDRESS	OCCUPATION	APPOINTMENT		REAPPOINTMENT	
		BEGIN	END	BEGIN	END
Mary Abbett	Professional Counselor	9/16/87	1992		
Michael Becker	Administrator	9/16/87	1991		
Priscilla Braun	Pastoral Counselor	9/16/87	resigned		
JoAnn Brede	Professional Counselor	09/16/87	1989	02/06/89	1993
Sharon Buffie	Public Member	07/25/88	1991		
Don Cavalier	Dir. of Counseling & Career Development	07/25/88	1990	01/24/90	1994
Judy Erickson	Chemical Dependency Counselor	9/16/87	1989	02/06/89	1993
Debra Fonville-Russell	Clergy	9/16/87	1992		
Jay Hauge	Administrator	02/06/89	1993		
Robert Hurlbut	Pastoral Counselor	03/18/90	1992		
James Jobe	Public Member	6/27/88	1989	02/06/89	1993
Hilma Kangas	Public Member	9/16/87	1991		
Jon Montague-Clouse	Pharmacist	9/16/87	resigned		
Julie Neraas	Pastoral Counselor	01/24/90	1994		
JoAnne Ossanna	Public Member	9/16/87	1992		
Jerry Pederson	Chemical Dependency Counselor	6/27/88	1991		
William Rolland	Pastoral Counselor	9/16/87	Resigned		
Geraldine Rudd	Other Professional	03/12/89	1990	01/24/90	1994
Kathryn Selseth-Kill	Other Professional	9/16/87	1992		
Lori Sternal	Professional Counselor	9/16/87	1990	01/24/90	1994

**V. Clause E: List of Employees Who Were Employed During  
FY89 - FY90**

**Robert Sullivan, Executive Director.**

**NOTE: The Office of Social Work and Mental Health  
Boards employees the clerical staff to the boards.**

**VI. Clause F: Summary of Board Rules Proposed/Adopted**

**The board has adopted permanent rules concerning the  
definition of mental health services, who has to file  
and procedures for filing, and refiling and setting  
fees.**

**VII. Clause G: Number of Applications Approved by the  
Board**

**Approximately six hundred applicants have been approved  
by the Board of Unlicensed Mental Health Care Providers  
through May 1990.**

**VIII. Clause H: Dates and Locations of Examinations**

**An examination for application is not required for  
mental health care providers required to file with the  
Board of Unlicensed Mental Health Care Providers.  
Therefore, the board does not conduct an examination.**

**IX. Clause I: Number of Persons Examined**

**Not Applicable.**

**X. Clause J: Number of Persons Licensed Through  
Examination**

**Not Applicable.**

**XI. Clause K: Number of Applicants Not Licensed After  
Taking the Examination**

**Not Applicable.**

**XII. Clause L: Number of Applicants not Taking the Exam Who Were Denied Licensure**

There have been 136 applications who have not been examined and were denied a registration/filing by the Board.

**XIII. Clause M: Number of Licensees/Registrants whose Right to Practice Were Revoked**

No registrants right to practice has been revoked to date. Investigations are pending.

**X. Clause N: Complaints Received**

A total of seventy-two complaints have been received to date of which the following actions have occurred:

Under Investigation	30
Pending Action	20
Referred to Other Agencies	12
Dismissed	23