

WV BOARD OF SOCIAL WORK
ANNUAL REPORT FISCAL YEAR 2014
July 1, 2013 THROUGH June 30, 2014

I. BRIEF OVERVIEW OF BOARD ACTIVITY

- Board members conducted eight meetings during this period.
- The first and only Executive Director, Judith Williams retired March 31, 2014 after 23 years of service to the citizens and social workers in West Virginia.
- The Board office moved its physical location to 900 Pennsylvania Ave, Suite 5B in May of this year, providing additional office space in which to accommodate Board business.
- The Board carried out their responsibilities for the protection of the public pursuant to Code §30-30. Assistant Attorney General Katherine Campbell is the legal representative for the Board.
- A number of Rules were promulgated in the Legislative session in 2013 in follow up to revisions in WV §30-30 passed in the Legislative session of 2011. These rules included changes in Provisional Licensure, supervision of Provisional Licenses, and continuing education. These rules became effective in July 2013 and corresponding changes to policies, forms and procedures were implemented to accommodate these changes.
- Staff oversees the daily operation of the office and provides services to the public. Staff and Board members provided education and outreach in two networking sessions sponsored by NASW. Annual state purchasing card testing was successfully completed by Amy Polen; and Ms. Polen attended the annual State Auditor's Seminar for Licensing Boards on December 3, 2013.
- Dr. Patricia O'Reilly, consumer representative on the Board of Social Work, serves as the delegate to the Association of Social Work Boards. She attends the annual meeting of the ASWB. In 2011, Dr. O'Reilly was elected to a two year term to the ASWB Board of Directors as the Public Member. She was reelected to a second two-year term in 2013. In her capacity as Public Member, Dr. O'Reilly has access to the legal and professional issues that licensing boards confront and must resolve. This experience facilitates resolution of professional practice problems that the West Virginia Board of Social Work addresses.
- The Continuing Education Committee, a volunteer committee appointed by the Board, conducts monthly meetings, provides applications,

recertification and assists the Board in developing new and improved continuing education policies and procedures.

II. BOARD MEMBERS

- Rita M. Brown, MSW, LSW, Chair
- Dr. Patricia O'Reilly, Consumer Representative, Vice Chair
- Lucy Eates, LSW, Secretary
- Jo Dee Gottlieb, MSW, LCSW
- Barbara Heasley, MSW, LICSW
- Christine Maniskas, MSW, LCSW
- LGSW Seat-Vacant**

Pursuant to the WV Code §30-30 members continue to serve pending reappointment or other nomination as determined by the Governor.

Board Staff:

- Amy S. Polen, Administrative Assistant
- Elizabeth Standish, Administrative Assistant (hourly)
- Linda C. Dempsey, Part Time/Clerk Receptionist

III. ADHERENCE TO LEGISLATIVE PROVISIONS

All provisions were met as set forth in the WV Code.

IV. AFFILIATIONS

The Board is a member of the Association of Social Work Boards and the WV Association of Licensing Boards.

V. LICENSE STATISTICS:

A. New Licenses Issued from July 1, 2013 through June 30, 2014

Social Work Exam Permits (BSW & MSW)	173
Provisional Certificates Issued-Related Degree	99
Temporary Issued under rules prior to 7/13	23
LSW LGSW LCSW LICSW Issued	154
LSW Via Alternative Provisional License Process	24
Activation of fully licensed social workers	42

Total Issues July 1, 2013 through June 30, 2014: **515**

B. Total Active Licenses by Category (includes new issues):

Social Work Permits-BSW & MSW Graduates:	146
Provisional/Temporary -Other Degree:	351
LSW	2241
Graduate Social Workers (LGSW)	543
Certified Social Workers (LCSW)	333
Independent Clinical Social Workers (LICSW)	364

Total ACTIVE Licenses June 30, 2014 **3978**

C. Inactive Status Licenses (eligible to activate license to take social work employment): 106

VI. FINANCIAL REPORT ENDING JUNE 30, 2014

The Board is self-supporting by the collection of fees.

EXPENDITURES July 2013 through June 2014

Taxable Staff & Board Salaries/Annual Inc pay	\$ 106,098
Taxes-Federal Matching	\$ 7,985
PEIA Insurance, Contribution and Other Admin Fees	\$ 18,691
BRICKSTREET Workers Comp (Installment)	\$ 307
Retirement Board Contributions	\$ 11,774
WV DOP Fees	\$ 486
Office Supplies/Printing	\$ 3,919
Contractual/Professional	\$ 10,536
Office & Other Rental Fees	\$ 9,696
Utilities & Communication Costs	\$ 3,715
Legal & Investigation Fees	\$ 950
Mileage Reimbursement (Board Meetings-Members)	\$ 4,776
Accounting & Computer Service Fees	\$ 10,990
Equipment Lease & Maintenance	\$ 1,998
Annual Association and ASWB Dues	\$ 1,210
Liability Insurance Premium	\$ 1,952
Board Meeting Expenses	\$ 24
Annual Training Registration Fee	\$ 1,069
Postage/ Mail Fees	\$ 6,953
Computer Supplies/Repairs to Equipment	\$ 1,069

Total YTD Expenditures **-\$203,062**

July 1, 2013 through June 30, 2014 Fiscal Activity Summary

7-1-2013 **Cash Balance from FY 2013** **+\$186,398**

YTD	Revenue Total	+\$198,686
YTD	Expenditures Total	-\$203,062
As of 6-30-2014, Year End Operating Cash Balance		<u>+\$182,022</u>

VII. COMPLAINT AND DISCIPLINARY ACTION REPORT

Legislative Rules §25-1-10. **Disciplinary Proceedings:** The Board shall act upon a complaint against a social worker when probable cause is evident.

Statistics July 1, 2013 through June 30, 2014:

- No actions to report this period

Mailing Address: PO Box 5459 Charleston, WV 25361

Physical Location: 900 Pennsylvania Ave., Suite 5B, Charleston, WV 25302

Phone: 304-400-4980; **Fax:** 304-400-4976

Email: admin@wvsocialworkboard.org