

**BOARD MISSION:** “Protecting the public through licensing and regulation of the social work profession.”

## BOARD MEMBER RESPONSIBILITIES

-  **Uphold the Board's mission and laws**
-  **Promote professional social work standards**
-  **Review materials before meetings**
-  **Arrive on time and participate**
-  **Respect and support fellow board members**
-  **Maintain confidentiality of nonpublic information**
-  **Consider and reveal conflicts of interest**

**PROTECTING  
THE PUBLIC**



**WITH  
SHARED  
GOALS**

**QUALIFIED  
PROFESSIONAL  
ETHICAL  
ACCOUNTABLE**

## **AGENDA ITEM 1**

Call to Order & Approve Proposed Agenda

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**REMOTE MEETING ACCESS**

- WebEx Option for Members of Public: 1-415-655-0003 | Meeting #: 2489 366 0108 | Access Code: 2489 366 0108 | Password: EtJwh26Fku5
- Contact Tammy Molitor at Tamara.Molitor@state.mn.us with questions

**PROPOSED REGULAR BOARD MEETING AGENDA – NOVEMBER 15, 2024**
**IN-PERSON & ELECTRONIC WEBEX MEETING (PURSUANT TO MS 13D.015)**

TIME	ITEM	CATEGORY	TOPIC
9:00	1	Action	<b>Call to Order &amp; Approve Proposed Agenda:</b> Goodman [Attached]
9:05	2	Action	<b>Consent Agenda: Goodman</b> A. October 4, 2024 Board Meeting Minutes [Attached] B. Committee Reports [Attached] C. Staff Leadership Reports [Attached]
9:15	3	Information	<b>Public Comment:</b> <i>[Public data under Minn. Stat. Ch 13]</i> <b>Written Public Comment:</b> Submission of requests in advance are strongly encouraged, by 12:00pm (noon) on Thursday, November 14, 2024, to the BOSW email address <a href="mailto:social.work@state.mn.us">social.work@state.mn.us</a> <b>Oral Public Comment:</b> At the discretion of the Chair, comments limited up to 2 minutes per person depending on the number of public comments
9:25	4	Information	<b>Member Round Table:</b> Jacobson
9:45	5	Information	<b>Presentation: Board of Psychology Exam Project:</b> Sands
10:15	6	Information	<b>Staff Leadership Reports:</b> [Attached] A. Executive Director Report: Yang B. Licensing Unit: Kramer-Prevost C. Compliance Unit: Moskow
10:30	7	Information	<b>Oral Reports:</b> A. Legislation & Rules Committee: Anderson [Attached] B. Finance Committee: Engelking [Attached] C. Community Education Outreach Committee (CEO): Do D. Leadership & Development: Jacobson [Attached]
10:45	8	Information	<b>Strategic Plan &amp; Process:</b> [Attached] Jacobson/Yang
11:00	9	Information/Action	<b>Information/Action Item:</b> [Attached] • County Exemption (Anderson & L & R Committee) • Proposed Health Disparities Continuing Education Language (Yang) • Committee Assignments and Meeting Schedules
12:00	10	Information/Action if necessary	<b>Other/New Business</b>
12:10	11		<b>Lunch &amp; Break</b>
12:40	12	Action	<b>Executive Session: (Closed to Public) Compliance Cases:</b> Moskow/Yang <i>[Attached: Non-public data for board members only]</i>
1:30	13	Action	<b>Adjourn</b>

## **AGENDA ITEM 2**

### **Consent Agenda**

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## JULY 19, 2024 – BOARD MEETING MINUTES

**Members via WebEx:** Christopher Anderson, Public Member  
Dieu Do, Public Member  
Heidi Holmes, LICSW  
Tera Nelson, LSW arrived 9:30am  
Joanne Kronstedt, Public Member arrived 9:20am

**Members In-person:** Thomas Brooks, Public Member arrived 9:05am  
Angie DeLille, LICSW arrived 9:15am  
Katherine Driskell, LICSW  
Jolene Engelking, LISW, Secretary/Treasurer  
Kate Goodman, LICSW, Vice Chair  
Linda Gustafson, Public Member  
Stephanie Jacobson, LSW  
Yolonda Rogers, LICSW arrived 9:08am

**Members Absent:** Pa Der Vang, LICSW

**Staff In-person:** Youa Yang, LICSW, Executive Director  
Michelle Kramer-Prevost, LISW, Assistant Director  
Connie Oberle, Office Manager  
Rebecca Moskow, JD, Compliance Unit Manager  
Kassandra Slizewski, LSW, Licensing Coordinator  
Sanjit Singh, Compliance Coordinator  
Vi Palmer, Customer Service Representative

**Staff Via Web-Ex:** Jairus Ndulah, JD, Compliance Unit Investigator  
Colleen Vossen, Licensing Application Coordinator

**Staff Absent:** Tammy Molitor, Communications & Executive Services Coordinator

## MINUTES

### 1. Call to Order & Approve Proposed Agenda

Goodman called meeting to order at 9:05am and read mission and value statements. Roll call attendance was taken. A quorum was present.

**ACTION: Gustafson moved to approve the proposed agenda. Driskell seconded, roll call was taken and the motion passed unanimously.**

### 2. Consent Agenda:

- A. Minutes July 19, 2024, Board Meeting Minutes
- B. Committee Reports
- C. Staff Leadership Reports

**ACTION: Engelking moved to approve the consent agenda. Holmes seconded, roll call was taken, and the motion passed unanimously.**

### 3. Public Comment

Public comments are public data under Minn. Stat. Ch 13.

**Written Public Comment:** Submission of requests in advance are strongly encouraged, by 12:00pm (noon) on Thursday, November 16, 2023 by Noon, to the BOSW email address [social.work@state.mn.us](mailto:social.work@state.mn.us)

**Oral Public Comment:** At the discretion of the Chair, comments limited to 2 minutes per person

Public Comment took place at 9:15am.

Tonio Gonzales Ogas made oral public comment:

Good morning members of the board. Thank you for allowing me this opportunity. My name is Tonio Gonzales Ogas. I'm a current applicant for the LICSW provisional licensure route, and I'm waiting for my letter so I can pay my license fee. I was a staunch supporter of creating this additional pathway and spoken support of it here, testified at a Senate subcommittee meeting and lobby my representatives as well as Governor Walz to create this option for those of us that have not been able to pass the ASWB exam. I've been eligible to become an LICSW since February of 2023. That's 20 months since I've been trying to become independently licensed after failing the exam three times. I'm aware that the law just went into effect and that none of the last 20 months will go towards my provisional license. I'm essentially starting over again. I think this additional pathway is great especially for someone who's just starting or finishing their LGSW because now they can plan for this additional time. The LICSW Provisional license is really nothing more than just LGSW plus. Already the administration of both my places of employment have reached out to the various insurance companies that reimburse us for services and they are receiving the feedback that they will not credential a provisional license. Nurse practitioners and physician assistants are also required to have a full year of supervision when they become licensed to practice and they can become credentialed and prescribe medications like narcotics and stimulants. During one of your recent information sessions about the provisional license, you stated that as a governing body of social work you consider the scope of practice for the provisional license to be the same as a regular LICSW. It was also brought up that you have no jurisdiction over what insurance bodies can and can't do regarding licensing, and I understand this. However, I'm curious if the board can advocate for those of us who have been waiting for months, if not years, to be fully licensed and network with agencies such as UCARE which is a big medicaid provider in Minnesota and explain to them that the scope of practice is the same for provisional license holders. I know that I'm not the only one in this boat, the advancement of my career and I'm sure many others have been dependent on achieving this status. There's a great need for more mental health practitioners especially for those of us that identify as a person of color and queer. The BIPOC and queer communities are looking for therapists that mirror them. They need to feel safe, heard and validated, and many of them find it difficult to be vulnerable to someone who is not of their culture, including myself as a receiver of mental health services. I'm willing to do the extra work again, but I'm asking for the Board's help to give us, give those of us who have been working hard achieving our education and have years of practice and experience. Please advocate for us. We've been waiting in limbo to become fully independently licensed social workers for quite some time. It's been a long and daunting process. We simply just want to help other people. Thank you for your time today.

Rebecca Winkelman, LSW, LADC

Good morning, my name is Rebecca Winkelman. I'm a licensed social worker and I'm practicing as a licensed alcohol and drug counselor as well as supervising other LADCs in Southwest Minnesota. You know, I come in with a question and maybe looking for some guidance as to how we can best serve our clients and the sort of addiction realm of things. We know that medical marijuana has been legalized and not even medical marijuana, we know that marijuana's been legalized. However, my team has come across some, I'll say some muddy waters with this in that we have a mandate reporting policy that says sort of a went out. Reported out, you know, if there's any concerns of substance use with clients that are pregnant or if there's any harm towards kiddos, things like that, long story short, we've come across an issue of having to report substance use of a pregnant person and local county social workers not opening investigations. A case that come into mind is an individual who reported to staff that she is pregnant and has been using marijuana as well as alcohol. I guess my question for the board is what can I tell my team that they can do as far as mandated reporting and what the counties and other social workers who might deem as something that would sort of result in an investigation?

#### **4. Member Roundtable:**

Jacobson led member roundtable to Welcome New Board Member – Joanne Kronstedt, Public Member and New Staff – Vi Palmer, Customer Service Representative. All members went around the room to introduce themselves to Palmer and Kronstedt. The Board Member responsibility and accountability oath was read, and all members joined in to renew and instate the oath. Acknowledgement of Lori Thompson's service as a Board Member

#### **5. Staff Leadership Reports:**

##### **A. Executive Director Report - Yang**

- There is a member vacancy for a Licensed Social Worker (LSW) from the resignation of board member Thompson. A notice has been sent for the open position. The new appointment will fulfil the term through January 3, 2028. The Minnesota Secretary of State office is accepting applications for the vacancy.
- The Board of Social Work has been working with MNIT and the ALIMS support team to launch the Provisional License application online. The transition went smoothly on October 1, 2024. Next is to add provisional supervision module to the database. Staff working on a contract amendment. In addition to the online application, the paper forms have been updated and are available on the website to download.
- Two provisional information sessions were held. There were over 150 participants for one and about 140 participants for the other session. Many questions from participants. If questions were about personal situations, participants were encouraged to contact the Board of Social Work office to discuss further. The provisional information is on the website, and we encourage public to visit the site for additional information regarding the provisional license.
- The Council for State Government hosted the first compact meeting on September 17<sup>th</sup>. A link for the full commission meeting packet is available for review on their website. It was an overview of the compact commission process.
- The biennium budget is due to MMB by October 15<sup>th</sup>.
- Introduction of our newest staff member Vi Palmer. She is the new customer service position at the front desk. Palmer introduced herself and gave some background of her career before this position.

##### **B. Licensing Unit – Kramer-Prevost**

- Most of the focus since the previous board meeting has been to get the Provisional License application online in ALIMS. Lynmark and MNIT have been responsive with getting provisional license application online. There have been a few minor issues, but mostly on the backend where staff works with the program to make it more efficient.
- As of October 1<sup>st</sup>, through today (October 4<sup>th</sup>) there are 13 provisional LSW applications, 30 provisional LGSW applications, 15 provisional LICSW applications, for a total of 58 applications since opening the new pathway. There are 14 provisional to standard applicants. Just in a few days, there are over 70 new applications. The licensing staff is processing as quickly as they can, especially the provisional to standard license. The provisional paper forms have been updated and are on the website to download.
- Student presentations are up and running. Kassandra has all of the schools scheduled for presentations for the season. Presentation in St. Louis County/Duluth next week for the Public Health Conference with over 3,000 people who attend. They will be talking about the legislative changes with the compact and provisional license. The PowerPoint presentation for the provisional license is on the Board's website.

##### **C. Compliance Unit - Moskow**

- So far this year there have been 310 complaints, and the compliance unit have closed 348 complaints. This is down to 154 open complaints which is the lowest number in many years. HPSP enrollment has been steady, but nothing significant to report.

#### **6. Oral Reports**

##### **A. Legislation & Rules Committee - Anderson**

The committee has been working toward moving forward with removing the county exemption which is in the preliminary stages which will be presented in full at the November Board meeting.

##### **B. Finance Committee - Engelking**

The committee worked on the new biennium budget. With the current budget, expenses seem to be right on track as well as the revenues.

**C. Community Education Outreach Committee – Do**

Met in September where staff gave updates on the compact legislation, approved the minutes from the June meeting, staff gave an update on the provisional license, and licensing staff will be presenting in St. Louis County soon. Next meeting is Thursday December 5<sup>th</sup> at 4:30pm.

**D. Leadership & Development Committee: - Jacobson**

Searching for someone to facilitate the Board's next strategic planning meeting. A reminder to complete the committee interest survey.

**7. Action Items**

- Presentation and Preliminary Approval of BOSW FY 2026 & FY 2027 Biennial Budget & Proposed Change Item. Currently in FY2025, so the planning of the FY 2026-2027 is being presented today. The budget is due by October 15, 2024, and if the current proposed budget is approved it will be posted on the Governor's website in January and available to the public. The proposed biennium budget consisted of budget projection based upon previous expenses and revenues. The Board does not receive general fund. The revenue collected and total cost of expenditures will net zero. If additional revenue is collected, BOSW will add the revenue to the special revenue fund accumulated balance because the Board does not have one-year expenditures in savings. In addition, BOSW is proposing to add "not to exceed" compact fees for application, license, and renewal fees to statute in preparation for when multistate license is ready to be issued. When the multistate license is ready to be issued, the Board will decide on the fees. Questions and discussion about the budget.

**ACTION: Motion to approve the proposed biennium fiscal year 2026 - 2027 budget from finance committee. Roll call vote was taken, and the motion carried unanimously.**

**ACTION: Motion to approve preliminary proposal of not to exceed fee amounts for compact multi-state application, license, and renewal fees to Minnesota Statute 148E.180 from finance committee. Roll call vote was taken, and the motion carried unanimously.**

- ASWB Delegate Assembly November 7<sup>th</sup> – 9<sup>th</sup>, ASWB will sponsor the delegate, Rogers, and the executive director, Yang to attend. Holmes is the alternate and is unable to attend the ASWB Delegate Assembly. If any board member is interested in attending as a replacement for Holmes, please contact Goodman or Yang.

**ACTION: Motion from the Executive Committee to approve board members and staff to attend the ASWB Delegate Assembly. Roll call vote was taken, and the motion carried unanimously.**

- ASWB Delegate Assembly Resolution and Bylaw Amendment discussion as to whether or not the Minnesota Board of Social Work is in support of the amendment. The Board has agreed to have the delegate and the alternate use the knowledge from the Board's discussion on the amendments to make a well-informed decision on behalf of the Board.

**ACTION: No action needed.**

- Travel for Social Work Interstate Compact Commission for in-person meetings that the delegate and alternate can attend when necessary.

**ACTION: Motion from the Executive Committee to approve travel for the designated delegate or alternate delegate to attend in-person for the Social Work Interstate Compact Commission committee meetings. Roll call vote was taken, and the motion carried unanimously.**

**8. Taskforce on Pregnancy Health & SUD recommendations**

Heidi Holmes presentation was appointed to the Pregnancy Health & SUD Taskforce as a representative from the Board of Social Work. She is reporting to the Board regarding the discussion of the taskforce and agreed upon recommendations. The taskforce goal is to proposed legislative recommendations regarding testing for prenatal substance use and establish recommendations/protocols for when physicians, registered nurses can administer toxicology testing and requirements to provide notice or reporting of prenatal exposure to controlled substances. Holmes presented a PowerPoint presentation with the draft recommendations from the taskforce.

**9. Other New Business**

- NONE

**10. 12:00PM – 12:30PM Lunch Break**

**11. Executive Session (Closed to Public):**

ACTION: Gustafson moved to close the meeting for executive session. The motion was seconded by Brooks. Roll call vote was taken, and the motion carried unanimously.

ACTION: Compliance Panel A moved to adopt the Stipulation and Consent Order for Omatola Akinsola, LGSW, License #29647. Votes to approve: Anderson, Brooks, DeLille, Do, Driskell, Engelking, Goodman, Gustafson, Holmes, Jacobson, Nelson, and Rogers.

ACTION: Compliance Panel B moved to adopt the Stipulation and Consent Order for Maria Cesari, LICSW, License #21152. Votes to approve: Anderson, Brooks, DeLille, Do, Driskell, Engelking, Goodman, Gustafson, Holmes, Jacobson, Nelson, and Rogers.

ACTION: A hearing was held in the Matter of Leigha Scholtz, LGSW License #22670 on a Stipulation and Order. Licensee did not appear. Compliance Panel A was represented via video conference by Erin Farmer, Assistant Attorney General, and submitted a Proposed Findings of Fact, Conclusion, and Final Order recommending suspension of Licensee's license. Nicholas Leinisch, Assistant Attorney General, appeared via video conference as advising attorney. Voting to approve the order were Brooks, DeLille, Do, Driskell, Engelking, Goodman, Jacobson, Nelson, and Rogers. The motion carried. Anderson, and Holmes, as members of Compliance Panel A and members of the staff, except for the designated Board neutral, were not present for the deliberation and vote.

ACTION: Compliance Panel A moved to adopt the Stipulation and Consent Order for Peggy McNichols, LICSW, License #10735. Votes to approve: Anderson, Brooks, DeLille, Do, Driskell, Engelking, Goodman, Gustafson, Holmes, Jacobson, Kronstedt, Nelson, and Rogers.

ACTION: Compliance Panel A moved to adopt the Stipulation and Consent Order for Sandra Novak, LSW, License #30422. Votes to approve: Anderson, Brooks, DeLille, Driskell, Engelking, Goodman, Gustafson, Holmes, Jacobson, Kronstedt, Nelson, and Rogers.

ACTION: Compliance Panel B moved to adopt the Order for Unconditional License for Kaylin Dayle Olson, LSW, License #22660. Votes to approve: Anderson, Brooks, DeLille, Do, Driskell, Engelking, Goodman, Gustafson, Holmes, Jacobson, Kronstedt, Nelson, and Rogers.

ACTION: A motion was made by Brooks to reopen the meeting and was seconded by Anderson. Roll call vote was taken, and the motion carried unanimously.

**12. Adjourn**

ACTION: A motion was made by Jacobson and seconded by Holmes to adjourn the meeting at 1:30 pm. Roll call vote was taken, and the motion carried unanimously.

Respectfully submitted,



Jolene Engelking, LISW  
Secretary/Treasurer

## LEADERSHIP & DEVELOPMENT COMMITTEE MONDAY, JUNE 17, 2024 - 4:30PM TO 6:00PM

Members Present: Stephanie Jacobson, LSW – Chair  
Heidi Holmes, LICSW

Members Absent: Lori Thompson, LSW

Staff Present: Youa Yang, LICSW  
Tammy Molitor

Staff Absent: None

### MINUTES

#### 1. Welcome all and call meeting to order: [Jacobson]

- Jacobson called meeting to order at 4:37pm.
- Motion to approve agenda by Holmes and seconded by Jacobson. All approve.

#### 2. Minutes & Motion: [Jacobson] [attached]

- April 8, 2024
- Committee motion to approve minutes from April 8, 2024. Holmes made a motion to approve the minutes and Jacobson seconded. All approve.

#### 1. Strategic Plan 2021-2024: [Yang] [Attached]

- Board had conversation with MAD regarding previous contractor, Stacy Sjogren, availability to facilitate the strategic planning session. Her time is limited for the next couple of months. MAD is still assessing the availability of their facilitators time.
- Review previous contract and activities included planning/preparations, facilitating a board and staff session, and final document preparation.

#### 2. Board member vacancies [MN Statute 148E.025](#) : [Yang]

- **2 new board member appointments effective June 14, 2024 through January 6, 2025: Katherine Driskell, LICSW & Joanne Kronstedt, Public Member**
  - Mentor assignment – Would like to have a mentor for each of the new members to acclimate quickly to the Board. Agreed that mentors should be assigned and identified members of the board who would be good mentors for the new Board Members.
  - New Board Member Training – Board is arranging for laptops and coordinating the new board member training to provide info about role and duty of the board.
  - First board meeting on July 19<sup>th</sup> and the member round table will include introduction and Board Member oath and responsibility.

#### 3. New Business

None

#### 4. Adjourn @ 5:16 pm

#### 2024 MEETING SCHEDULE & MEMBERS

Leadership & Development Committee meets the 2<sup>nd</sup> Monday, of even months (opposite board meetings), from 4:30 to 6:00 pm. Meetings are open to the public under Minnesota Statutes Chapter 13D and held at the Board office or via TEAMS.

<b>Meeting Dates:</b>		<b>Board Members:</b>	<b>Staff:</b>
February 12	August 12	Stephanie Jacobson, LSW - Chair	Youa Yang, LICSW - ED
April 8	October 14	Heidi Holmes, LICSW	Tammy Molitor - CESC
June 10	December 9		

## LEGISLATION AND RULES COMMITTEE SEPTEMBER 26, 3 PM – 5 PM | VIRTUAL MICROSOFT TEAMS

**Member Present:** Christopher Anderson,  
Public Board Member-Chair  
Jolene Engelking, LISW  
Stephanie Jacobson, LSW  
Yolonda Rogers, LICSW arrived at  
3:05pm

**Stakeholders Present:** NONE

**Staff:** Youa Yang, LICSW  
Michelle Kramer-Prevost, LISW  
Rebecca Moskow, JD  
Tammy Molitor  
Lindsey Franklin

**Members Absent:** Thomas Brooks, Public Board  
Member

**Stakeholders Absent:** Karen Frees, LICSW  
Karen Goodenough, LGSW

**Staff Absent:** NONE

**Public Member:** Jennifer Arneson  
Angie Dannewitz-Johnson

### MINUTES

#### 1. Welcome & call meeting to order:

- Anderson called the meeting to order at 3:01pm.  
Motion to approve agenda by Engelking and seconded by Jacobson. Motion carried unanimously.

#### 2. Approve Minutes:

- Motion to approve August 2024 minutes by Engelking and seconded by Jacobson. Motion carried unanimously.

#### 3. Board Advisory Committee Updates:

- No updates.

#### 4. Review County Exemption FAQ Questions and discuss next steps:

- Discussion of the FAQ document and next steps for starting stakeholder engagement. Committee members expressed willingness to participate in stakeholder engagement if there is advance notice. Discussed if other board members could participate with stakeholder engagement. The stakeholder engagement should be led by both the Board members and Board Staff. There are 87 counties and other stakeholder groups i.e. unions.

- Motions by the committee:

**Present county exemption proposal and start the stakeholder engagement process to the full board for approval was made by Jacobson. Seconded by Rogers. All in favor.**

**If the Board approves the first motion to move forward with stakeholder engagement, ask for other Board members to be involved with stakeholder engagement made by Jacobson. Seconded by Rogers. All in favor.**

- After the Board presentation, discussion is needed regarding timeline of for next steps, strategic stakeholder engagement process, formation of the taskforce if approved by Board. The purpose of a taskforce is to identify tasks that needs be done between meetings and assess when the county exemption proposal is ready for legislative process. It will require extra time commitment from Board members.

- Next L & R meeting is to work on anticipated questions from the Board members. Create a one-page summary document in addition to the FAQ for board members to review.

## 5. Adjourn

Meeting adjourned at 4:00pm. Jacobson made a motion to adjourn, and Rogers seconded. Motion carried.

### 2024 MEETING SCHEDULE

L&R Committee meets monthly, on the fourth Thursday, from 3:00-5:00pm, unless otherwise noted. Meetings are open to the public under Minnesota Statutes Chapter 13D.021 and held via virtual Teams meeting.

January 25 – 1pm-3pm	May 23	September 26
February 22 – 1 pm-3pm	June 27	October 24
March 28	July 25	November 21
April 25	August 22	December 19

### COMMITTEE CHARGE UNDER BOARD BYLAWS & 2015-2018 STRATEGIC PLAN

1. Determine need to conduct review “deep dive” of Social Work Practice Act MS 148E and remaining MS 148D provisions to ensure: 1) public protection 2) relevant regulation, 3) licensure mobility, 4) create operational efficiencies where possible, 5) identify and consider potential barriers, 6) consider overall workforce issues, 7) consider possible incorporation of technology standards into Practice Act – how board regulates technology in practice.
2. Reference:
  - a. ASWB/NASW technology standards
  - b. ASWB Model Law
  - c. ASWB Mobility Strategy referendum
3. Work to repeal county social worker licensing exemption, including clarification of use of social work title in county agencies

## **AGENDA ITEM 6**

### **Staff Leadership Reports**

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## **EXECUTIVE DIRECTOR REPORT**

### **Public Board Meeting – November 15, 2024**

#### **2024 BOARD MEMBER VACANCY**

- There are seven board member vacancy announcements for the Board of Social Work. Six vacancies will serve term through January 2029.
  - One LGSW or LISW licensed professional vacancy
  - Two any license types of LSW, LGSW, LISW, or LICSW
  - Three public members
  - One LSW licensed professional vacancy posting is to fill the resignation of Lori Thompson. The new board appointment will serve to the end of the existing term through January 3, 2028.
  - Applications are being accepted for the vacancy and can be submitted to the [Minnesota Secretary of State Office](#).

#### **BOSW IT INITIATIVES**

- BOSW is working with MNITS and ALIMS support team to add provisional license supervision module to ALIMS database. An initial meeting is scheduled to start the upgrade to the database.

#### **LEGISLATIVE INITIATIVES:**

- BOSW preliminary biennial budget for FY 2026-FY 2027 was submitted to Minnesota Management & Budget (MMB) by October 15, 2024. The budget will be presented as part of the Governor's Budget in January to the 2025 Legislature.

#### **BOSW OFFICE & STAFFING**

- Allyson Routhe resigned from her position with the Board. Her last day was November 5<sup>th</sup>, 2024. BOSW is in the hiring process for the administrative specialist position.
- The annual customer satisfaction survey link was published and is live until November 15, 2024. The results will be compiled and shared with staff and the board. The final report will be posted to the website after the board reviews.

#### **MS 148E.035 VARIANCE REQUESTS**

- Three variances were approved and four denied, under MS 148E.035, since the October 4, 2024, board meeting.

## LICENSING UNIT REPORT

Public Board Meeting –November 15, 2024 – Agenda Item 6B

### LICENSE UNIT STAFF UPDATES

- Licensing staff continue to provide excellent and timely customer service to applicants and licensees.
- Provisional License Stats for October 2024
  - Report attached.
- ASWB 2023 Exam Pass Rates – **National Data**

### 2023 SUMMARY REPORT FOR ALL FIRST-TIME TEST-TAKERS

- The following information applies to individuals taking the social work licensing exams for the first time in all ASWB member jurisdictions in 2023.
- Pass rates are most representative for groups of more than 200 candidates.

Exam	Total number of exams administered	2023 pass rate
Associate	437	69.1%
Bachelors	3,240	67.9%
Masters	21,551	72.5%
Advanced Generalist	132	61.4%
Clinical	19,742	73.4%

- ASWB 2023 Exam Pass Rates – **Minnesota**
  - Report attached.

## 2023 pass rate summary report

**Jurisdiction:** Minnesota

**Date:** June 2024

The table presents the numbers of examinations administered to candidates who were authorized by the state or jurisdiction listed above. Figures indicate the percentage of first-time, repeat, and total test-takers who passed the indicated exam categories during the year 2023. Note that test-takers who are unsuccessful may repeat the examination more than once.

Exam category and group type	Total number of examinations	Pass rate	
		Number	Percent
<b>Bachelors</b>			
First-time	330	232	70.3
Repeat	155	56	36.1
Total	485	288	59.4
<b>Masters</b>			
First-time	718	576	80.2
Repeat	199	79	39.7
Total	917	655	71.4
<b>Clinical</b>			
First-time	491	411	83.7
Repeat	151	80	53
Total	642	491	76.5
<b>Advanced Generalist</b>			
First-time	11	8	72.7
Repeat	1	0	0
Total	12	8	66.7
<b>Associate</b>			
First-time	0	0	-
Repeat	0	0	-
Total	0	0	-

## COMPLIANCE UNIT REPORT

Public Board Meeting – November 15, 2024 - Agenda Item 6C

### COMPLIANCE UNIT STAFF AND PANEL UPDATES

- Compliance Panels continue to hold all meetings virtually.

### COMPLAINT STATISTICS

**Table 1. Complaints received by License Type 1/1/24-11/7/24**

License Type	Complaints Received	% of Total Complaints
LSW	63	17.7
LGSW	85	23.88
LISW	3	.84
LICSW	104	29.21
TG	3	.84
Provisional	-	
Other/ None	98	27.53
<b>Total</b>	<b>356</b>	<b>100%</b>

**Table 2. Complaints Closed by Resolution Type 1/1/24-9/26/24**

Resolution	Number of Complaints	% of Total
Dismissed by Compliance Panel	163	40.3
Disciplinary Action	32	7.9
Corrective Action	14	3.5
Administrative Order	-	
Cease and Desist Order	4	<1
Order after Board Hearing	7	1.7
Non-Jurisdictional- No Violation Alleged	40	9.9
Non-Jurisdictional- Unlicensed Exempt	59	14.6
Non-Jurisdictional- Unlicensed Not Exempt	19	4.7
Non-jurisdictional -Other (eg licensee deceased, respondent misidentified)	10	2.5
Referred to HPSP	1	<1
Closed due to compliance with License/ Renewal Requirements	37	9.2
License Late Fee paid	9	2.2
May reopen	9	2.2
<b>Total</b>	<b>404</b>	<b>100%</b>

**Table 3. Compliance snapshot**

	Total complaints open	Board-opened complaints (renewal, unlicensed practice, CBC)	Complaints received in last month	Complaints on Panel/Board meeting Agendas	Investigation in progress by staff	Investigation in progress by AGO/ AGO drafting proposed order/ Other proceeding	Open pending ACA satisfaction
11/1/23	191	25	32	70	66	53	2
11/7/24	143	43	39	43	60	40	1

## HPSP STATISTICS

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Number of Current Participants in the Health Professionals Services Program (HPSP) by License Type as of 10/31/2024:

License Type	Number of Participants
LSW	8
LGSW	9
LISW	0
LICSW	6
<b>Total</b>	<b>23</b>

During September and October 2024, 1 licensee was discharged for no contact; 1 licensee was discharged for no apparent illness; and 1 licensee was discharged for voluntary withdrawal.

## AGENDA ITEM 7

### Oral Reports

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Selection Criteria: Budget Period - 2025, Fund - 1000 to 6000, DeptID - H7L00000 to H7LZZZZZ, AppropID - H7L0000 to H7LZZZZZ

Break On: Budget Period, Fund, DeptID, AppropID

<b>Budget Period:</b> 2025	<b>Fund:</b> 1201	<b>DeptID:</b> H7L30000	<b>AppropID:</b> H7L1111
	Health Related Boards	Social Work Board	Social Work Operations

<b>Remaining Payroll Projection</b>	<b>Full-Time (41000): \$938,098.85</b>	<b>Part-Time (41030): \$27,360.88</b>	<b>Total: \$965,459.73</b>
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Account Class and Description	Current Budget	Pre-Encumbered	Encumbered/Committed	Expended	Unobligated	Unexpended
41000 Full Time - Salary	1,301,000.00	0.00	951,403.09	349,596.91	0.00	951,403.09
41030 Part-Time-Seasonal-Labor Serv	50,000.00	0.00	39,490.89	10,509.11	0.00	39,490.89
41050 Overtime and Premium Pay	7,000.00	0.00	6,975.98	24.02	0.00	6,975.98
41070 Other Employee Cost	85,000.00	0.00	82,228.95	2,771.05	0.00	82,228.95
41100 Space Rental And Utilities	146,000.00	0.00	99,622.95	48,525.55	-2,148.50	97,474.45
41110 Printing And Advertising	12,000.00	0.00	5,685.29	1,456.59	4,858.12	10,543.41
41130 Prof-Tech Serv-Outside Vend	12,000.00	0.00	9,690.00	0.00	2,310.00	12,000.00
41150 Computer and System Services	3,000.00	0.00	335.20	0.00	2,664.80	3,000.00
41155 Communications	22,000.00	0.00	17,480.30	2,519.70	2,000.00	19,480.30
41160 Trav-Sub-InState-Border Comm	12,000.00	0.00	13,300.00	0.00	-1,300.00	12,000.00
41170 Trav/Sub-OutOfState-BorderComm	15,000.00	0.00	27,000.00	0.00	-12,000.00	15,000.00
41180 Employee Development	10,000.00	0.00	10,100.00	300.00	-400.00	9,700.00
41190 State Agcy-Prov Prof-Tech Serv	10,000.00	0.00	4,857.75	6,492.25	-1,350.00	3,507.75
41196 Rate-Based MNIT Services	87,000.00	0.00	24,093.37	23,906.63	39,000.00	63,093.37
41197 Agency-Specific MNIT Services	150,000.00	0.00	54,277.13	2,722.87	93,000.00	147,277.13
41300 Supplies	10,000.00	0.00	2,977.67	1,312.99	5,709.34	8,687.01
41400 Equipment	4,000.00	0.00	2,788.80	644.80	566.40	3,355.20
41500 Repairs To Equip and Furn	1,000.00	0.00	559.57	99.68	340.75	900.32
43000 Other Operating Costs	220,756.34	0.00	4,884.48	1,625.52	214,246.34	219,130.82
47060 Equipment-Capital	5,000.00	0.00	0.00	0.00	5,000.00	5,000.00
47160 Equipment-Non Capital	3,000.00	0.00	0.00	-87.29	3,087.29	3,087.29
<b>Total</b>	<b>2,165,756.34</b>	<b>0.00</b>	<b>1,357,751.42</b>	<b>452,420.38</b>	<b>355,584.54</b>	<b>1,713,335.96</b>

Selection Criteria: Budget Period - 2025, Fund - 1000 to 6000, DeptID - H7L00000 to H7LZZZZZ, AppropID - H7L0000 to H7LZZZZZ

Break On: Budget Period, Fund, DeptID, AppropID

<b>Budget Period:</b> 2025	<b>Fund:</b> 1201	<b>DeptID:</b> H7L30000	<b>AppropID:</b> H7L1112
	Health Related Boards	Social Work Board	Social Work Compact

<b>Remaining Payroll Projection</b>	<b>Full-Time (41000):</b> \$0.00	<b>Part-Time (41030):</b> \$0.00	<b>Total:</b> \$0.00
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<b>Account Class and Description</b>	<b>Current Budget</b>	<b>Pre-Encumbered</b>	<b>Encumbered/Committed</b>	<b>Expended</b>	<b>Unobligated</b>	<b>Unexpended</b>
43000 Other Operating Costs	3,000.00	0.00	0.00	0.00	3,000.00	3,000.00
<b>Total</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>3,000.00</b>

Selection Criteria: Budget Period - 2025, Fund - 1000 to 6000, DeptID - H7L00000 to H7LZZZZZ, AppropID - H7L0000 to H7LZZZZZ

Break On: Budget Period, Fund, DeptID, AppropID

<b>Budget Period:</b> 2025	<b>Fund:</b> 2000	<b>DeptID:</b> H7L30000	<b>AppropID:</b> H7L3000
	Restrict Misc Special Revenue	Social Work Board	Criminal Background Checks

<b>Remaining Payroll Projection</b>	<b>Full-Time (41000):</b> \$0.00	<b>Part-Time (41030):</b> \$0.00	<b>Total:</b> \$0.00
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<b>Account Class and Description</b>	<b>Current Budget</b>	<b>Pre-Encumbered</b>	<b>Encumbered/Committed</b>	<b>Expended</b>	<b>Unobligated</b>	<b>Unexpended</b>
41190 State Agcy-Prov Prof-Tech Serv	55,000.00	0.00	46,188.75	8,811.25	0.00	46,188.75
<b>Total</b>	<b>55,000.00</b>	<b>0.00</b>	<b>46,188.75</b>	<b>8,811.25</b>	<b>0.00</b>	<b>46,188.75</b>
<b>Report Total</b>	<b>2,223,756.34</b>	<b>0.00</b>	<b>1,403,940.17</b>	<b>461,231.63</b>	<b>358,584.54</b>	<b>1,762,524.71</b>

**FY 2025 Monthly Budget Report Data (July 1, 2024-June 30, 2025)**
**November 14, 2024 Board Meeting**

**Note:**

1. Indirect expenditure through 9/30/2024
2. Direct expenditures through 11/01/2024
3. Receipt data through 10/31/2024

FY 2025 Expenditures					
Type	Budgeted Amount	Date Paid Through	% Fiscal Year	Amount Expended/Remaining	% of Budgeted Amount
<b>Total: Direct Operations Spent</b>	\$2,165,756	10/31/2024	33%	\$452,420	21%
<b>Direct Operations Encumbered<sup>1</sup></b>		10/31/2024	33%	\$1,357,751 <sup>1</sup>	63%
<b>Unobligated Direct Funds</b>		10/31/2024	33%	\$355,585	16%
<b>Indirect AGO</b>	\$265,000	9/24/2024	25%	\$48,504	18%
<b>Indirect HPSP</b>	Not Available	9/30/2024	25%	\$10,641	Not Available
<b>Indirect ASU</b>	Not Available	9/30/2024	25%	\$18,051	Not Available
<b>Indirect CBCPO</b>	Not Available	9/30/2024	25%	\$8,442	Not Available
<b>Total: Indirect</b>	Not Available	Not Available	25%	Not Available	Not Available
<b>Total: Direct &amp; Indirect<sup>2</sup></b>	Not Available	Not Available	Not Available	Not Available	Not Available

<sup>1</sup> Encumbered funds are not yet spent but are funds identified/anticipated to be spent over course of fiscal year.

<sup>2</sup> Total: Direct & Indirect includes Direct Expended & Encumbered and Indirect Expended only. Unobligated Direct funds are not included.

FY 2025 Revenues				
Budgeted Amount	Collected Through	% Fiscal Year	Amount Collected	% Collected
\$2,276,302.76	10/31/2024	16%	\$897,430.25. <sup>1</sup>	39.42%
<sup>1</sup> Revenues collected July 1, 2024 through June 30, 2025 for FY 2025.				

**BOARD OF SOCIAL WORK**  
**ACTUAL RECEIPT REPORT**  
**FY 2025**

	REVENUE SOURCE CODES	CURRENT REVENUE BUDGET	JULY 2024 RECEIPTS	AUGUST 2024 RECEIPTS	SEPTEMBER 2024 RECEIPTS	OCTOBER 2024 RECEIPTS	NOVEMBER 2024 RECEIPTS	DECEMBER 2024 RECEIPTS	JANUARY 2025 RECEIPTS	FEBRUARY 2025 RECEIPTS	MARCH 2025 RECEIPTS	APRIL 2025 RECEIPTS	MAY 2025 RECEIPTS	JUNE 2025 RECEIPTS	TOTAL YR TO DATE RECEIPTS	% RECEIPTS OF TOTAL BUDGET
Credit Card Clearing	553094	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00	Not Budgeted
H7L SW Professional Firm	608257	\$9,000.00	\$400.00	\$725.00	\$325.00	\$575.00									\$2,025.00	22.50%
Supervision Plan Late Fee	648700	\$1,800.00	\$240.00	\$160.00	\$160.00	\$240.00									\$600.00	44.44%
LGSW Reactivation Temp Leave	648701	\$700.00	\$210.00	\$0.00	\$0.00	\$0.00									\$210.00	30.00%
LSW Reactivation Expiration	648702	\$15,000.00	\$2,933.50	\$2,070.00	\$1,207.50	\$2,587.50									\$8,798.50	58.66%
LSW Reactivation Temp Leave	648703	\$1,380.00	\$115.00	\$0.00	\$153.33	\$0.00									\$268.33	19.44%
LISW Reactivation Expiration	648704	\$3,660.00	\$0.00	\$457.50	\$457.50	\$1,372.50									\$2,287.50	62.50%
LISW Reactivation Temp Leave	648705	\$305.00	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00	0.00%
LICSW Reactivation Expiration	648706	\$12,060.00	\$1,005.00	\$4,522.50	\$1,507.50	\$3,015.00									\$10,050.00	83.33%
LICSW Reactivation Temp Leave	648707	\$2,680.00	\$335.00	\$335.00	\$516.46	\$0.00									\$1,186.46	44.27%
LGSW Reactivation Expiration	648708	\$15,000.00	\$1,260.00	\$945.00	\$2,310.00	\$2,520.00									\$7,035.00	46.90%
Temporary License Application	648709	\$16,000.00	\$1,500.00	\$1,900.00	\$1,250.00	\$525.00									\$5,175.00	32.34%
Endorsement Application	648710	\$55,000.00	\$6,710.00	\$7,440.00	\$7,130.00	\$4,830.00									\$26,110.00	47.47%
Misc Other	648711	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00	0.00%
Misc / Discipline Fines	648712	\$3,000.00	\$0.00	\$0.00	\$167.50	\$0.00									\$167.50	5.58%
LISW & LICSW Application Fee	648713	\$35,000.00	\$3,675.00	\$4,275.00	\$3,900.00	\$7,050.00									\$18,900.00	54.00%
Lic Verification Insurance Co	648714	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00	0.00%
Cont Ed Other	648715	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00	Not Budgeted
LICSW Temporary Leave	648716	\$4,020.00	\$670.00	\$670.00	\$0.00	\$0.00									\$1,340.00	33.33%
LISW Temporary Leave	648717	\$610.00	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00	0.00%
LGSW Temporary Leave	648718	\$2,100.00	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00	0.00%
Social Worker NSF Check Penalty	648719	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00	0.00%
Misc - Mail Labels	648720	\$5,000.00	\$250.00	\$650.00	\$200.00	\$475.00									\$1,575.00	31.50%
LSW & LICSW Application Fee	648721	\$116,250.00	\$5,625.00	\$5,775.00	\$4,425.00	\$15,483.25									\$31,308.25	26.93%
LISW Original License	648722	\$1,065.00	\$4,441.91	\$3,756.18	\$2,126.06	\$3,937.33									\$14,261.48	23.35%
LICSW Original License	648723	\$125,685.00	\$20,592.45	\$13,135.64	\$12,133.31	\$15,510.74									\$61,552.14	48.97%
LISW Original License	648724	\$2,745.00	\$0.00	\$0.00	\$32.08	\$356.46									\$388.54	14.15%
LICSW Original License	648725	\$125,685.00	\$12,052.84	\$15,369.22	\$14,852.45	\$23,809.71									\$66,084.22	52.58%
LSW Renewal	648726	\$250,000.00	\$20,465.00	\$21,505.00	\$20,235.00	\$19,085.00									\$81,290.00	32.52%
LSW Temporary Leave	648727	\$3,795.00	\$345.00	\$0.00	\$345.00	\$230.00									\$920.00	24.24%
Social Work Emeritus Status	648728	\$2,730.00	\$130.00	\$0.00	\$130.00	\$325.00									\$585.00	21.43%
SW Duplicate License Charge	648729	\$9,300.00	\$660.00	\$510.00	\$720.00	\$1,230.00									\$3,120.00	33.55%
Cont Ed Sponsor Fee	648730	\$58,000.00	\$6,000.00	\$2,950.00	\$4,500.00	\$6,450.00									\$19,900.00	34.31%
LGSW Renewal	648731	\$231,000.00	\$26,670.00	\$23,730.00	\$18,060.00	\$21,210.00									\$89,670.00	38.82%
LISW Renewal	648732	\$80,000.00	\$5,642.50	\$4,270.00	\$3,355.00	\$6,405.00									\$19,672.50	24.59%
LICSW Renewal	648733	\$953,075.00	\$108,875.00	\$84,420.00	\$103,850.00	\$100,500.00									\$397,645.00	41.72%
Soc Work Duplicate License Card	648734	\$10.00	\$10.00	\$0.00	\$0.00	\$0.00									\$10.00	100.00%
Soc Work Verification	648735	\$9,000.00	\$800.00	\$835.00	\$740.00	\$720.00									\$3,095.00	34.39%
LSW Late Renewal Fee	648736	\$4,571.25	\$172.50	\$402.50	\$316.25	\$488.75									\$1,380.00	30.19%
LGSW Late Renewal Fee	648737	\$3,675.00	\$525.00	\$367.50	\$577.50	\$262.50									\$1,732.50	47.14%
LISW Late Renewal Fee	648738	\$1,144.00	\$0.00	\$76.25	\$0.00	\$76.25									\$228.75	20.00%
LICSW Late Renewal Fee	648739	\$12,000.00	\$1,675.00	\$753.75	\$1,349.00	\$753.75									\$4,522.50	37.69%
LSW Emeritus Active License	648740	\$1,035.00	\$57.50	\$57.50	\$115.00	\$57.50									\$287.50	27.78%
LGSW Emeritus Active License	648741	\$210.00	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00	0.00%
LISW Emeritus Active License	648742	\$458.00	\$152.50	\$152.50	\$0.00	\$0.00									\$305.00	66.59%
LICSW Emeritus Active License	648743	\$7,538.00	\$1,340.00	\$162.50	\$167.50	\$167.50									\$1,837.50	24.38%
LSW License Late Fee	648744	\$15,000.00	\$736.12	\$349.26	\$2,021.54	\$1,632.01									\$4,738.93	31.59%
LGSW License Late Fee	648745	\$17,000.00	\$453.97	\$1,263.76	\$852.50	\$3,280.17									\$5,850.42	34.41%
LISW License Late Fee	648746	\$500.00	\$0.00	\$214.38	\$0.00	\$0.00									\$214.38	42.88%
LICSW License Late Fee	648747	\$2,000.00	\$0.00	\$141.88	\$283.76	\$396.70									\$222.34	41.12%
LICSW Emeritus Active Late Fee	648761	\$84.00	\$41.88	\$0.00	\$0.00	\$0.00									\$41.88	49.86%
LISW Emeritus Active Late Fee	648762	\$38.13	\$0.00	\$38.13	\$0.00	\$0.00									\$38.13	100.00%
LGSW Emeritus Active Late Fee	648763	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00	Not Budgeted
LSW Emeritus Active Late Fee	648764	\$14.38	\$0.00	\$0.00	\$0.00	\$0.00									\$0.00	0.00%
<b>TOTAL REVENUE</b>		<b>\$2,276,302.76</b>	<b>\$236,843.92</b>	<b>\$204,489.72</b>	<b>\$210,538.99</b>	<b>\$245,557.62</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$897,430.25</b>	<b>39.42%</b>	

**BOARD OF SOCIAL WORK**  
**CRIMINAL BACKGROUND CHECKS**

FY 2025

	REVENUE SOURCE CODES	CURRENT REVENUE BUDGET	JULY 2024 RECEIPTS	AUGUST 2024 RECEIPTS	SEPTEMBER 2024 RECEIPTS	OCTOBER 2024 RECEIPTS	NOVEMBER 2024 RECEIPTS	DECEMBER 2024 RECEIPTS	JANUARY 2025 RECEIPTS	FEBRUARY 2025 RECEIPTS	MARCH 2025 RECEIPTS	APRIL 2025 RECEIPTS	MAY 2025 RECEIPTS	JUNE 2025 RECEIPTS	TOTAL YR TO DATE RECEIPTS	% RECEIPTS OF TOTAL BUDGET
H7L Criminal Background Fee	648765	\$55,000.00	\$4,655.00	\$4,488.75	\$3,391.50	\$6,783.00									\$19,318.25	35.12%
<b>TOTAL REVENUE</b>		<b>\$55,000.00</b>	<b>\$4,655.00</b>	<b>\$4,488.75</b>	<b>\$3,391.50</b>	<b>\$6,783.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$19,318.25</b>	<b>35.12%</b>

**AGENDA ITEM 8**  
Strategic Plan & Process

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## BOSW 2021-2024 STRATEGIC FRAMEWORK

### SECTION 1: BOSW 2021-2024 STRATEGIC FRAMEWORK

#### SECTION 1.1: BACKGROUND

- The Board planned to conduct a board retreat and begin a new Strategic Plan at its May 15, 2020 board meeting. However, due to the Peacetime State of Emergency enacted by Governor Walz due to the COVID-19 pandemic, the Board determined to begin new comprehensive strategic planning efforts in early 2021.
- In the interim, it was determined to formalize the current critical operational and committee priorities into a “mini strategic plan”, through the end of 2020, to serve as a framework to assist in planning, execution, and performance measurement of current and in-progress, critical priorities.
- The Board’s Leadership and Development Committee (L&D) was charged with exploring options to conduct a new strategic planning event. Ultimately, a contract was executed with the Minnesota Management and Analysis Division (MAD) of Minnesota Management and Budget (MMB) with Ms. Stacy Sjogren, Senior Consultant with MAD, to serve as the facilitator.
- The Board conducted the 2021 Strategic Planning Event, facilitated virtually by Stacy Sjogren, at its March 19, 2021 public board meeting. The event resulted in a 2021-2024 Strategic Framework, illustrated on the following page, to guide Board and staff work, including the:
  - creation and adoption of new BOSW agency mission and vision statements, and
  - four priority focus areas:
    - protected public
    - qualified social workers
    - timely and impartial complaint resolution
    - effective internal mechanisms and structures

## SECTION 1.2 2021 STRATEGIC FRAMEWORK – MISSION, VISION, VALUES



**MINNESOTA**  
BOARD OF SOCIAL WORK  
2021-2024 Strategy Framework

BOARD VALUES: Qualified, Professional Ethical, Accountable  
BOARD VISION: All social workers are competent and licensed and the public is protected through inclusive, equitable, responsive regulatory processes that promote safe, ethical social work practice.  
BOARD MISSION: Protecting the public through licensing and regulation of the social work profession.

### FOCUS AREAS

- Protected Public
- Qualified Social Workers
- Timely & Impartial Complaint Resolution
- Effective Internal Mechanisms & Structure

### STRATEGIC OBJECTIVES

<ul style="list-style-type: none"><li>License required to practice social work and use the title “social worker”</li><li>Stakeholders are better informed of Board mission and requirements</li><li>Board is inclusive and equity is embedded in all decisions and initiatives</li></ul>	<ul style="list-style-type: none"><li>Licensing process is equitable</li><li>Licensees demonstrate core competencies</li><li>Establish inclusive and responsive licensing standards by identifying and eliminating barriers to licensure</li></ul>	<ul style="list-style-type: none"><li>Complaint resolution process is equitable, accessible, understandable, and transparent</li><li>Complaint resolution time is decreased</li></ul>	<ul style="list-style-type: none"><li>Meet needs of the Board with adequate staffing and resources</li><li>Effective and efficient business processes</li><li>Communications are accessible, inclusive, and understandable</li><li>Technology meets the needs of stakeholders and the Board</li></ul>
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### PRIORITY AREAS

<ul style="list-style-type: none"><li>Repeal County Exemption</li><li>Educate the public and licensees regarding definition of practice</li><li>Assess and redefine CEOs strategic communication plan</li><li>Outreach to diverse stakeholders</li><li>Define and identify equity and inclusion from regulatory perspective</li><li>Work of BOSW and Board staff is guided by DEI</li><li>Ensure accessibility to Board resources for stakeholders</li></ul>	<ul style="list-style-type: none"><li>Define equitable from a regulatory perspective</li><li>Utilize data for common sense regulation</li><li>Review licensing process with equity lens</li><li>Develop ongoing education and outreach</li><li>Increase outreach and engagement with diverse communities</li><li>Continue strategic L&amp;R Committee review of 148E and 148D to expand on Provisional License process</li><li>Implement “Know Your Licensing Law” jurisprudence exam</li></ul>	<ul style="list-style-type: none"><li>Review process and documents for accessibility</li><li>Define equitable</li><li>Identify inequities</li><li>Ongoing training</li><li>Conducting ongoing process improvements</li><li>Review data for roadblocks and trends</li><li>Ensure adequate staff resources to investigate and resolve complaints</li></ul>	<ul style="list-style-type: none"><li>Review organizational structure</li><li>Continue review for process improvements</li><li>Utilize plain language</li><li>Ensure opportunities for stakeholder feedback</li><li>Enhance online services</li><li>Intentional and relevant ongoing training</li></ul>
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## SECTION 2: 2021-2024 FOUR STRATEGIC FOCUS AREAS

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### SECTION 2.1: PROTECTED PUBLIC

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#### STRATEGIC OBJECTIVES

License required to practice social work and use the title “social worker”

Stakeholders are better informed of Board mission and requirements

Board is inclusive and equity is embedded in all decisions and initiatives

Priority Areas	Action	Owner(s)	Target Date	Status
<b>Repeal County Exemptions</b>	<ul style="list-style-type: none"><li>• Gather data: In collaboration with L&amp;R Committee and staff leadership Goodenough completed data project to identify number of unlicensed social workers in 87 counties in December 2021.</li><li>• Karen Goodenough presented to the Board on May 20<sup>th</sup>.</li><li>• BOSW staff will draft “talking points” for 2023 legislation session regarding county exemptions and other BOSW priorities- carryover to L &amp; R for 2023.</li><li>• Legislation &amp; Rules Committee began discussing county exemption in November 2023 and is working on FAQ</li></ul>	Staff Leadership & Legislation & Rules Committee	2023 -2025	100% & ongoing with L & R committee

Priority Areas	Action	Owner(s)	Target Date	Status
<b>Educate the public and licensees regarding definition of social work practice</b>	<ul style="list-style-type: none"> <li>Continue to update website, brochures, Gov Delivery press releases and newsletters.</li> <li>Published 5 Gov Delivery press releases Celebrating March as Social Work Month.</li> <li>Staff presented licensing and ethics training at MSSA conference September 2022.</li> <li>Staff hosted an exhibit table and licensing and compliance presented at MSSA Conference March 2023.</li> <li>Licensing presented to licensed individuals wanting a refresher on supervision requirements May 2023.</li> <li>Staff presented ethics training to Northwest Service Cooperative April 2024.</li> <li>Staff represented to St. Thomas Alumni a refresher on supervision requirements May 2024.</li> <li>BOSW virtual information sessions on provisional license legislative changes offered twice (9/25 &amp; 9/30) to the general public September 2024.</li> <li>Staff presented on 2024 legislative changes (provisional license and multistate compact) to St Olaf professional network group September 2024.</li> <li>Staff presented on 2024 legislative changes (provisional license and multistate compact) at St. Louis County Conference October 2024.</li> <li>Between 2021-2024 staff provided 65 BSW and 39 MSW student presentations to Minnesota social work programs.</li> </ul>	Staff & Board	ongoing	100% & ongoing
<b>Assess and redefine CEOC's strategic communication plan</b>	<ul style="list-style-type: none"> <li>Reconvene CEOC and assess plan to develop new strategic communications.</li> <li>October 7, 2022 board action to modify CEOC current charge to include focus on DEI and DEI work with stakeholders</li> </ul>	Board & Staff	1 <sup>st</sup> quarter 2022	To be started

Priority Areas	Action	Owner(s)	Target Date	Status
<b>Outreach to diverse stakeholders</b>	<ul style="list-style-type: none"> <li>Include new initiatives in CEOC plan</li> </ul>	Board & staff	ongoing	To be started
<b>Define and identify equity and inclusion from regulatory perspective</b>	<ul style="list-style-type: none"> <li>Ongoing DEI training with AMAZEworks for board and staff to engage in BOSW work with DEI lens in all work we do</li> <li>New contract to be drafted and executed for FY 23 (June 1, 2022-June 30, 2023) including dedicated work on 2021-2024 Strategic Framework with board and staff to ensure DEI lens</li> </ul>	Board & staff	Ongoing with contract Jan to June 2022  Contract with AMAZEworks ended on 6/30/23.	Completed
<b>Work of BOSW and Board staff is guided by DEI</b>	<ul style="list-style-type: none"> <li>Incorporate into DEI training with DEI coaching for staff and board leadership and ongoing training</li> <li>In person staff training completed June 29 on “belonging and inclusion”</li> <li>Board Members engaged in two training sessions with AMAZEworks on March 17<sup>th</sup> &amp; May 19<sup>th</sup>.</li> <li>Board Staff had 1 training session with AMAZEworks on June 7<sup>th</sup>.</li> </ul>	Board & staff	Ongoing with Jan to June 2022  Trainings completed by 6/30/23	Completed
<b>Ensure accessibility to Board resources for stakeholders</b>	<ul style="list-style-type: none"> <li>Continue to improve online services; include plain language; ensure ADA compliance</li> </ul>	Staff leadership	Ongoing	On-going

## SECTION 2.2: QUALIFIED SOCIAL WORKERS

### STRATEGIC OBJECTIVES

Licensing process is equitable

Licensees demonstrate core competencies

Establish inclusive and responsive licensing standards by identifying and eliminating barriers to licensure

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November 15, 2024

Establish inclusive and responsive licensing standards by identifying and eliminating barriers to licensure

Priority Area	Action	Owner(s)	Target Date	Status
<b>Define equitable from a regulatory perspective &amp; review licensing process with equity lens</b>	<ul style="list-style-type: none"> <li>Integrate into DEI training and work</li> <li>Integrate into L&amp;R work</li> <li>BOSW will have representative, Angie DeLille, on “Culturally Informed and Culturally Responsive Mental Health Task Force” under MS 245.4902 to be convened by DHS in August 2022</li> <li>DeLille appointed as Chair of new ASWB DEIJ Committee convening in July 2022</li> <li>AMAZEworks will conduct specific sessions with board and staff to incorporate DEI into 2021-2024 Strategic Framework</li> </ul>	Staff Leadership & Board	Ongoing	On-going implementation of equity analysis with L & R policy review. Completed other tasks
<b>Utilize data for common sense regulation</b>	<ul style="list-style-type: none"> <li>Coordinated educational session with ASWB at May 2021 board meeting to discuss exam process and data</li> <li>Convened BOSW Ad-Hoc Data Committee November 2021</li> <li>Met with ASWB leadership regarding exam performance data with demographic data following ASWB decision to release exam data</li> <li>Engage in BOSW IT project to gather MN exam data with target publish date of summer/fall 2022</li> <li>Continue study of county licensure data published by Goodenough in December 2021</li> <li>Gathering data on BOSW complaints to inform process</li> <li>August 4 ASWB released exam demographic data with BOSW publishing response and plan for continued work to address issues</li> </ul>	Staff & Board	2021-2024	The activities were discontinued because of ASWB Data release report.

Priority Area	Action	Owner(s)	Target Date	Status
<b>Develop ongoing education and outreach, engagement with diverse communities</b>	<ul style="list-style-type: none"> <li>Reconvene CEOC and assess plan to develop new strategic communications</li> <li>Vang, Brooks, Zacher-Pate presented on licensure at NASW ReVisioning Social Work and Abolition Symposium February 25, 2022</li> <li>Staff hosted information table at MSSA in-person March 2022 conference</li> <li>Staff develop proposal to offer live virtual presentations via WebEx on a scheduled basis to licensees first focusing on supervision presentation for LGSWs, with a potential long-term option to expand into other content areas in the future</li> <li>Board member Mary Weaver presented at April 2022 ASWB Education Meeting on diversity in regulation</li> <li>Goodman presented BOSW DEI work and initiatives to HPSP Program Committee in May 2022</li> <li>CEO to be reconvened with DEI focus</li> </ul>	Staff & Board	2022	In progress

Priority Area	Action	Owner(s)	Target Date	Status
<b>Continue strategic L&amp;R Committee review of 148E and 148D to expand Provisional License process</b>	<ul style="list-style-type: none"> <li>MS 148E supervision section reviews 90% complete</li> <li>Reconvene L&amp;R to continue review and prepare for 2022 session</li> <li>Board support for HF 2743 and SF 3543 to remove limit on virtual licensing supervision hours – enacted into 2022 Session Law</li> <li>Reviewed Provisional License Statute and prepared revised statute for 2024 legislative session – Enacted October 1, 2024</li> <li>L &amp; R will continue to review 148E to update supervision in 2024</li> <li>L &amp; R reviewed proposed Social Work Licensing Compact language. In partnership with NASW, BOSW is supporting a compact bill for Legislative session 2024- Passed 2024 legislative session to join compact commission.</li> </ul>	Staff & Board	2022-2024	In progress
<b>Implement Jurisprudence – Online Learning Module to online services</b>	<ul style="list-style-type: none"> <li>Project plan underway to program, test, deploy “Know Your Licensing Law” online service with ALIMS 3.0</li> <li>Staff to begin ALIMS testing July 2022 and meetings with ALIMS programmer underway</li> <li>Edit 45 online service questions and uploaded questions to ALIMS.</li> <li>Develop communication and outreach plan to publicize new service to stakeholders</li> <li>December 2023, contract signed with MNIT to start development of online JP exam in ALIMS.</li> <li>Staff reviewed and updated the exam questions</li> <li>Launched JP Online in June 2024</li> </ul>	Staff & IT	2023-2024	Completed June 2024

## SECTION 2.3: TIMELY AND IMPARTIAL COMPLAINT RESOLUTION

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### STRATEGIC OBJECTIVES

Complaint resolution process is equitable, accessible, understandable, and transparent

Complaint resolution time is decreased

Priority Areas	Action	Owner(s)	Target Date	Status
<b>Review process and documents for accessibility</b>	<ul style="list-style-type: none"><li>Accessibility and interpretation services language being added to letter templates</li><li>Template letters have been updated with accessibility statement and reviewed to ensure it's accessible</li></ul>	Staff Leadership	Ongoing	In progress
<b>Define equitable and identify inequities</b>	<ul style="list-style-type: none"><li>Incorporate into DEI work</li></ul>	Staff & Board	Ongoing	Ongoing
<b>Conduct ongoing training</b>	<ul style="list-style-type: none"><li>Training plans created and implemented for staff</li><li>Training provided for new Compliance Panel member in August 2021</li><li>Training provided by HPSP in HPSP Orientation January 11 and January 21 public board meeting</li><li>Training continues on new ALIMS 3.0 functionality to create process improvements and efficiencies</li><li>New board members trained for Panel appointments</li><li>Board Staff have access to LinkedIn Learning for on online learning</li></ul>	Staff & Board	Ongoing	Completed & ongoing

Priority Areas	Action	Owner(s)	Target Date	Status
<b>Conducting ongoing process improvements</b>	<ul style="list-style-type: none"> <li>Completed full audit of Board Actions</li> <li>Completed paper and digital files reconciliation</li> <li>Update letters to utilize plain language to increase transparency and clarity and decrease recontacts</li> <li>Completed implementation of new complaint tracking procedures to ensure timely investigative actions and resolution</li> <li>Updated compliance procedures</li> <li>Created ongoing internal controls for reconciliation and audit</li> <li>Work with IT staff to enhance database functionality to improve monitoring of cases</li> <li>Gather data on BOSW complaints to inform process</li> <li>Backlogged complaints addressed after hiring of new Manager and Investigator in 2021</li> <li>Completed project to ensure compliance with rescinding of Executive Order during COVID to defer fingerprinting for over 200 cases</li> </ul>	ED & Compliance Unit Team	2021 & 2022 & Ongoing	Completed some tasks & on-going
<b>Review data for roadblocks and trends</b>	<ul style="list-style-type: none"> <li>Develop more robust complaint reporting in ALIMS 3.0 to monitor process efficiencies and trends</li> <li>Completed method to track telehealth inquiries and regulations</li> <li>Compliance team presents data at board meetings to share about types of complaints and Board actions</li> </ul>	Compliance & Licensure Unit Teams	2021 and ongoing	On-going

Priority Areas	Action	Owner(s)	Target Date	Status
<b>Ensure adequate staff resources to investigate and resolve complaints</b>	<ul style="list-style-type: none"> <li>Championed FY 22-23 biennial budget to ensure spending authority for new Investigator position</li> <li>Worked with HR to update position descriptions, post, interview, hire new staff</li> <li>Hired and trained 3 new compliance staff, Compliance Coordinator, Compliance Unit Manager, Compliance Unit Investigator May 2021-December 2022</li> </ul>	Staff leadership	January 2022	Completed 100%

## SECTION 2.4: EFFECTIVE INTERNAL MECHANISMS AND STRUCTURE

### STRATEGIC OBJECTIVES

- Meet needs of the Board with adequate staffing and resources
- Effective and efficient business processes
- Communications are accessible, inclusive, and understandable
- Technology meets the needs of stakeholders and the Board

Priority Areas	Action	Owner(s)	Target Date	Status
Review organizational structure & function	<ul style="list-style-type: none"> <li>Continue to implement State COVID guidelines to ensure safe workplace, continue services under continuity plan</li> <li>Successfully orchestrated packing and move of entire agency and staff team over summer of 2021</li> <li>Continue to review staff position descriptions and adjust as needed to create efficiencies and meet service needs</li> <li>Hired and onboarded 6 new staff in about 7 months</li> <li>Planning underway for Team Building event in May 2022 with State EAP/Organizational Health free of cost</li> <li>Engaged in succession planning and hiring of new ED based on retirement of current ED October 11, 2022</li> <li>Actively working to develop new FY 2024-FY 2025 (July 1, 2023-June 30, 2025) Biennial Budget</li> <li>Succession planning almost complete with new ED hired September 21, 2022 with onboarding by ED Emeritus</li> </ul>	Staff Leadership	Some ongoing	Completed Concrete task
Continue review for process improvements	<ul style="list-style-type: none"> <li>Completed draft and approval of BOSW Record Retention Schedule and purged 4,000 pounds of paper records under plan before moving to new site</li> <li>Reorganized remaining paper records for easy, efficient purging on regular schedule</li> <li>Drafted updated 2022 BOSW Bylaws and BOSW Operational Policies for Board action March 18, 2022</li> <li>Drafting underway to create many new policies and procedures as succession planning and knowledge transfer</li> </ul>	Staff	2021	Completed
Utilize plain language	<ul style="list-style-type: none"> <li>Initiated project to update correspondence and templates as part of ALIMS 3.0 migration with plain, user-friendly language</li> <li>Continue to create scripts for staff to guide clear consistent communication with customers</li> </ul>	Staff	Ongoing	In process

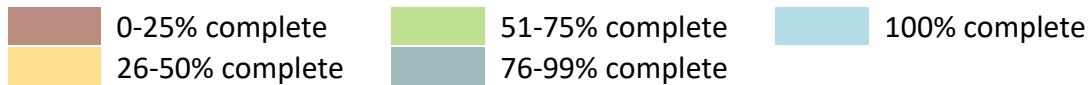


Priority Areas	Action	Owner(s)	Target Date	Status
Intentional and relevant ongoing training	<ul style="list-style-type: none"> <li>• Trainings provided at staff meetings and as identified training opportunities provided to staff to increase skills and performance, team building, leadership skills, DEI training</li> <li>• In person staff DEI training conducted June 29, 2020</li> <li>• Completed staff Team Retreat/Building June 1 with State of MN Organizational Health EAP</li> <li>• Planning ED Leadership transition session State of MN Organizational Health EAP August 10</li> <li>• Planning Onboarding New Leadership with staff and new ED after hire with State of MN Organizational Health EAP</li> <li>• Staff DEI training with AMAZEworks on June 7, 2023</li> <li>• LinkedIn Learning available for staff in January 2024</li> </ul>	Staff	Ongoing	Completed

## SECTION 3: ACTIVITY STATUS KEY

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*Status of strategic plan activities in the following tables and charts are color-coded by percentage complete:*



## SECTION 4: ABBREVIATION KEY

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*The purpose of this section is to provide definition of the abbreviations used throughout this document.*

Abbreviation	Definition	Abbreviation	Definition
AC	Advisory Committee	LICSW	Licensed Independent Clinical Social Worker
ALIMS	Automated Licensing & Disciplinary Management System	LISW	Licensed Independent Social Worker
AMPSW	Association of Macro Practice Social Workers	LSW	Licensed Social Worker
ASWB	Association of Social Work Boards	MDH	Minnesota Department of Health

BCA	Minnesota Bureau of Criminal Apprehension	MMB	Minnesota Management & Budget
BOSW/Board	Minnesota Board of Social Work	MN	Minnesota
BSW	Bachelor of Social Work	MN.IT	Minnesota IT Services
CBC	Criminal Background Check	MNCSWE	Minnesota Conference on Social Work Education
CE	Continuing Education	MNHSWA	Minnesota Nursing Home Social Workers Association
CEOCC	Communication, Education, & Outreach Committee	MS	Minnesota Statutes
CEP	Continuing Education Provider	MSSA	Minnesota Social Service Association
CRC	Complaint Review Ad-Hoc Committee	MSW	Master of Social Work
CSWE	Council on Social Work Education	NAMI	National Alliance on Mental Illness
DEI	Diversity Equity Inclusion	NASW	National Association of Social Workers
DHS	Minnesota Department of Human Services	SW	Social Worker
ED	Executive Director	MS	Minnesota Statutes
FY	Fiscal Year	MSSA	Minnesota Social Service Association
HLB	Health Licensing Board	MSW	Master of Social Work
L&D	Leadership and Development Committee	NAMI	National Alliance on Mental Illness
L&R	Legislation and Rules Committee	NASW	National Association of Social Workers
LGSW	Licensed Graduate Social Worker	SW	Social Worker

## AGENDA ITEM 9

### Action Items

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## BOARD COMMITTEE, LIAISON, AND STAFF TEAM ASSIGNMENT 2025

Board Committees (Permanent)				
Committee/Team	Chair/Lead	Members	Staff	Comments
<b>Application Review Committee (ARC)</b> 1:30pm (3 <sup>rd</sup> Friday every month or after Board meeting as needed)		Christopher Anderson Angie DeLille Jolene Engelking Tera Nelson Yolonda Rogers	Michelle Kramer-Prevost Kassandra Slizewski	Meets to review licensure applications for which precedent does not exist, unusual or complex applications, to ensure compliance with requirements
<b>Compliance Panel A</b> 8:30am - 4pm (3 <sup>rd</sup> Thursday of odd months)	Pa Der Vang	Linda Gustafson Heidi Holmes Tera Nelson Pa Der Vang	Rebecca Moskow Jairus Ndulah Youa Yang	Panels meet monthly to review individual cases and as a full committee to discuss policy issues as needed; schedule is set annually. According, Bylaws
<b>Compliance Panel B</b> 4 - 8pm (2 <sup>nd</sup> Thursday of even months)	Kate Goodman	Thomas Brooks Jolene Engelking Kate Goodman Yolonda Rogers	Rebecca Moskow Jairus Ndulah Youa Yang	There are two compliance panels: "A" and "B"
<b>Compliance Committee</b> As needed	Kate Goodman	Members of Panel A and B	Rebecca Moskow Jairus Ndulah Youa Yang	Meets as needed to consider compliance and complaint resolution policy issues
<b>Communication Education Outreach Committee (CEOCC)</b> 4 - 5:30pm (1 <sup>st</sup> Thursday of even months)	Angie DeLille	Angie DeLille Dieu Do Kate Goodman Stephanie Jacobson Tera Nelson	Michelle Kramer-Prevost Kassandra Slizewski	Meets to increase Board awareness; create coordinated public education campaign; build relationships
<b>Executive Committee (EC)</b> 5:30 - 6:30pm (3 <sup>rd</sup> Thursday of odd months)	Kate Goodman	Kate Goodman Stephanie Jacobson Jolene Engelking Pa Der Vang (ex-officio)	Youa Yang	Officers are elected every 2 years in odd-numbered calendar years. Meets as needed to address special issues; makes recommendations on bylaws; evaluates ED

Board Committees (Permanent)				
Committee/Team	Chair/Lead	Members	Staff	Comments
<b>Finance Committee (FC)</b> 4:30 – 5:30pm (3 <sup>rd</sup> Thursday of odd months)	Jolene Engelking	Angie DeLille Jolene Engelking Heidi Holmes Stephanie Jacobson	Youa Yang Connie Oberle	Meets every other month to review budget and make recommendations on policy issues relating to budget
<b>Leadership &amp; Development Committee (L&amp;D)</b> 4:30-6:00pm (2 <sup>nd</sup> Monday of even months)	Stephanie Jacobson	Christopher Anderson Heidi Holmes Stephanie Jacobson Joanne Kronstedt	Youa Yang	Meets to develop slate for officer elections, coordinate committee interest and member, mentors, promote board member appointments, engagement
<b>Legislation &amp; Rules Committee (L&amp;R)</b> 1 – 3pm (4 <sup>th</sup> Thursday monthly)	Christopher Anderson	Christopher Anderson Dieu Do Katherine Driskell Kate Goodman Yolonda Rogers	Youa Yang Michelle Kramer-Prevost Rebecca Moskow	Meets as needed to develop legislative strategy and proposals
Board Committees (Ad Hoc)				
No Ad Hoc Committees at this time				
Board Liaison Appointments				
<b>Advisory Committee (AC)</b> 8:00-9:00 am (1 <sup>st</sup> Friday of even months)		Joanne Kronstedt	Youa Yang	Meets bimonthly; schedule set annually
<b>Association of Social Work Boards (ASWB)</b>	Stephanie Jacobson (delegate)	Dieu Do (Alternate delegate)	Youa Yang	Annual Delegate Assembly
<b>Council of Health Boards</b>	Christopher Anderson		Youa Yang	Meets as needed
<b>Health Professionals Services Program (HPSP)</b>		Linda Gustafson	Rebecca Moskow Jairus Ndulah	Board staff, HPSP staff and Program Committee meet quarterly – annual schedule
<b>Task Force: Culturally Informed Culturally Responsive Mental Health</b>		Angie DeLille		
<b>Task Force: Pregnancy Health and Substance Abuse</b>		Heidi Holmes		Starts October 15, 2023. Liaison will meet with task force at least 2 hours per month until project is completed.

Staff Teams				
Compliance Team	Rebecca Moskow		Jairus Ndulah Sanjit Singh Youa Yang	
IT Team	Youa Yang		Connie Oberle Michelle Kramer-Prevost	
Licensing Team	Michelle Kramer-Prevost		Tralana Davis Kassandra Slizewski Lori Moua Colleen Vossen	
Leadership Team	Youa Yang		Michelle Kramer-Prevost Connie Oberle Rebecca Moskow	
Operations Team	Connie Oberle		Sherry Thompson Allyson Routhe Vi Palmer	
Public Policy Team	Youa Yang		Michelle Kramer-Prevost Rebecca Moskow	
Board Member Terms				
January 6, 2025	Anderson, Do, Driskell, Engelking, Holmes, Kronstedt		January 4, 2027	Brooks, DeLille, Gustafson
January 5, 2026	Jacobson, Nelson, Rogers		January 3, 2028	Goodman, OPEN, Vang

## 2025 & 2026 REGULAR MEETING SCHEDULE

BOARD COMMITTEE	2025 MEETING DATES	2026 MEETING DATES
<b>Advisory Committee (AC)</b>  Time: 8:00 – 9:00am (1 <sup>st</sup> Friday of even months) BOSW Conference Room or Electronic Means Open to the Public	February 7 April 4 June 6 August 1 October 3 December 5	February 6 April 3 June 5 August 7 October 2 December 4
<b>Application Review Committee (ARC)</b>  Time: 1:30pm (3 <sup>rd</sup> Friday every month or after Board meeting as needed) BOSW Conference Room or Electronic Means Open to the Public	January 17 February 21 March 21 April 18 May 16 June 20 July 18 August 15 October 17 November 21 December 19	January 16 February 20 March 20 April 17 May 15 June 19 July 17 August 21 October 16 November 20 December 18
<b>Board Meetings</b>  Time: 9:00am-4:00pm (3 <sup>rd</sup> Friday of odd months) Hybrid: Main Conference Room & Virtual Open to the Public	January 17 March 21 May 16 July 18 September 19 November 21	January 16 March 20 May 15 July 17 October 2 November 20
<b>Compliance Panel A</b>  Time: 8:30am – 4:00pm (3 <sup>rd</sup> Thursday of odd months) BOSW Conference Room or Electronic Means *Closed to the Public* <i>Additional meetings as needed</i>	January 16 March 20 May 15 July 17 September 18 November 20	January 15 March 19 May 14 <sup>5</sup> July 16 September 17 November 19
<b>Compliance Panel B</b>  Time: 4:00 – 8:00pm (2 <sup>nd</sup> Thursday of even months) BOSW Conference Room or Electronic Means *Closed to the Public* <i>Additional meetings as needed</i>	February 13 April 10 June 12 August 14 October 9 December 11	February 12 April 9 June 11 August 13 October 8 December 10
<b>Compliance Committee</b>  BOSW Conference Room or Electronic Means Open to the Public	As Needed	As Needed

BOARD COMMITTEE	2025 MEETING DATES	2026 MEETING DATES
<b>Communication Education Outreach Committee (CEO)</b> Time: 4:00 – 5:30pm (1 <sup>st</sup> Thursday of even months) BOSW Conference Room or Electronic Means Open to the Public	February 6 April 3 June 5 August 7 October 2 December 4	February 5 April 2 June 4 August 6 October 1 December 3
<b>Executive Committee (EC)</b> Time: 5:30 – 6:30pm (3 <sup>rd</sup> Thursday of odd months) BOSW Conference Room or Electronic Means Open to the Public	January 16 March 20 May 15 July 17 September 18 November 20	January 15 March 19 May 14 <sup>5</sup> July 16 October 1 <sup>1</sup> November 19
<b>Finance Committee (FC)</b> Time: 4:30 – 5:30pm (3 <sup>rd</sup> Thursday of odd months) BOSW Conference Room or Electronic Means Open to the Public	January 16 March 20 May 15 July 17 September 18 November 20	January 15 March 19 May 14 <sup>5</sup> July 16 October 1 <sup>1</sup> November 19
<b>Leadership &amp; Development Committee (L&amp;D)</b> Time: 4:30 – 6:00pm (2 <sup>nd</sup> Monday of even months) BOSW Conference Room or Electronic Means Open to the Public	February 10 April 14 June 9 August 11 October 13 December 8	February 9 April 13 June 8 August 10 October 12 December 14
<b>Legislation &amp; Rules Committee (L&amp;R)</b> Time: 1:00 – 3:00pm (4 <sup>th</sup> Thursday monthly) BOSW Conference Room Open to the Public	January 23 February 27 March 27 April 24 May 22 June 26 July 24 August 28 September 25 October 23 November 20 <sup>4</sup> Due to Holiday December 18 <sup>4</sup> Due to Holiday	January 22 February 26 March 26 April 23 May 28 June 25 July 23 August 27 September 24 October 22 November 19 <sup>4</sup> Due to Holiday December 17 <sup>4</sup> Due to Holiday
=LIAISON MEETINGS	2025 MEETING DATES	2026 MEETING DATES
<b>Association of Social Work Boards (ASWB)</b> Spring Education Conference  Annual Meeting of the Delegate Assembly	May 2-3 Portland, Oregon November 7-8 Indianapolis, Indiana	April Place November Place
<b>Council of Health Boards</b> To be Determined	As Needed	As Needed

BOARD COMMITTEE	2025 MEETING DATES	2026 MEETING DATES
<b>Health Professional Services Program (HPSP) Program Committee</b> Time: 10:00 – 11:00 am (2 <sup>nd</sup> Tuesday quarterly) Conference Room A or Electronic Means Open to the public	February 11, 2025 May 11, 2025 August 12, 2025 November 11, 2025	February 10, 2026 May 12, 2026 August 11, 2026 November 10, 2026

**Meeting Date Changes:**

<sup>1</sup> Moved from September to October when Budget information available for board action.

<sup>4</sup> Moved due to conflict with holiday.

<sup>5</sup> Moved to 2<sup>nd</sup> Thursday to precede Board Meeting.

**Open Meeting Law:** All meetings of the Board, its committees, and advisory committee are subject to the Minnesota Open Meeting Law, Minnesota Statutes, Chapter 13D, and shall be open to the public, unless closure is required or authorized by law. Under Chapter 13D, the Board may hold regular and special board meetings and its committee meetings, by telephone or other electronic means. It is the Board's intent to hold in-person meetings when possible. Observers at all meetings will be given an opportunity to provide input for Board consideration.

**Meetings are Subject to Change:** As needed, meeting dates and times may change.