



Mississippi Board of Examiners for Social Workers and Marriage & Family Therapists

Minutes for October 13, 2023, Board Meeting

In accordance with the Miss. Code Ann. § 73-53-8 and the Open Meetings Act § 25-41-1 and 25-41-17, the Board of Examiners for Social Workers and Marriage & Family Therapists (Board) held a Board meeting on Friday, October 13, 2023, at 10:30 a.m. in Suite 761, on the 1st floor of the Jackson Medical Mall, 350 W. Woodrow Wilson Avenue, Jackson, MS 39213 and through Zoom.

I. CALL TO ORDER

Gerard Tarrant, LMFT, Chairperson, called the meeting to order at 10:38 a.m. A quorum of Board members was present.

Opening Remarks

Roll Call

Members Present: Gerard Tarrant, LMFT, Board Chair
Dr. Valerie Joiner, LCSW, Board Vice-Chair
Phylandria Hudson, LCSW, Chair of SWDSC
Dr. Jeff Hinton, LMFT
Bobby Scott, LMFT
Veronica Knowles, LCSW
Valerie Burnett, LSW
Rosalind Yarber, LSW

Members Absent: Catherine Jones, LMFT, Chair of MFTDSC

Staff and Guests: Erica Allen, Executive Director, MBOE
Kiana Foster, Special Assistant Attorney General
Gwen Bouie-Haynes, Executive Director NASW-MS
Britney Mangum, Executive Director, MAMFT
Mary Nelums, LCSW, Social Work CE Chair
Christy Ashley, LCSW, Social Work CE Co-Chair
Amanda Cavett
Mamie Rushing
Felicia Garner
LaPrince Evans
Shena Brantley
Jazmine Franklin
Sara Vance
Jesse M.
Angela Bradley

II. REVIEW AND APPROVAL OF AGENDA AND MINUTES

A motion was made by Phylandria Hudson and 2nd by Bobby Scott to revise the agenda. The motion carried unanimously.

A motion was made by Bobby Scott and 2nd by Phylandria Hudson to approve the September Board minutes. The motion carried unanimously.

III. LICENSURE VOTES

Social Work

The following candidate(s) were presented for licensure:

LSW Level by Universal Recognition Reciprocity

There were no candidates presented at this level.

LMSW Level by Universal Recognition Reciprocity

There were no candidates presented at this level.

LCSW Level by Universal Recognition Reciprocity

There were no candidates presented at this level.

LSW Reinstatements

There were no candidates presented at this level.

LMSW Reinstatements

There were no candidates presented at this level.

LCSW Reinstatements

There were no candidates presented for reinstatement.

LSW Level

A motion was made by Valerie Joiner and 2nd by Phylandria Hudson to approve the following candidate for licensure at the LSW level. The motion carried unanimously.

Mikayla Cumberland

LSW Level by Reciprocity

There were no candidates presented at this level.

LMSW Level

A motion was made by Valerie Joiner and 2nd by Rosalind Yarber to approve the following candidates for licensure at the LMSW level. The motion carried unanimously.

Kimberly Landfair
Alexis Hardiman

Amy McKenzie
Rachel Gould

*L'Anntri Bell
Monica Calderon
Robert Crowe
Aria Grant
Lanette Williams
Precious Allen*

*Sonji Pace
Mequandra Twillie
Peggy Love-Atkins
LaShondra Brown
Joseph Laswell*

LMSW Level by Reciprocity

There were no candidates presented at this level.

LCSW Level

A motion was made by Valerie Joiner and 2nd by Veronica Knowles to approve the following candidates for licensure at the LCSW level. The motion carried unanimously.

*Tara Walker
Tamra Walendzik
Melanie Tubbs*

LCSW Level by Reciprocity

A motion was made by Valerie Joiner and 2nd by Veronica Knowles to approve the following candidates for licensure at the LCSW level by Reciprocity. The motion carried unanimously.

*James Bothe
Erica Robinson
Amy Traynham-Feragen
Albert Jones
Tonya Hegwood
Mark Jensen*

Marriage and Family Therapy

The following candidate(s) were presented for licensure:

LMFTA Licensure

A motion was made by Gerard Tarrant and 2nd by Valerie Joiner to approve the following candidates for licensure at the LMFTA level. The motion carried unanimously.

Yitzchak Epstein

LMFT Licensure

There were no candidates presented at this level.

LMFT Licensure by Endorsement

A motion was made by Gerard Tarrant and 2nd by Valerie Joiner to approve the following candidate for licensure at the LMFT level. The motion carried unanimously.

Trisha Perry

LMFT Licensure by Universal Recognition Reciprocity

There were no candidates presented at this level.

LMFT Reinstatements

There were no candidates presented at this level.

COMMITTEE REPORT

CE Committee

Dr. Mary Nelums, Chair, and Christy Ashley, Co-Chair, gave an update on the progress of the continuing education for social work. There was a total of forty-two (42) applications current reviewed for 2023.

IV. EXECUTIVE SESSION

A motion was made by Phylandria Hudson and 2nd by Veronica Knowles to go into a closed determination session to determine if the Board had reason to go into executive session. The motion carried unanimously.

A motion was made by Phylandria Hudson and 2nd by Veronica Knowles to exit closed session and enter into open session to explain the reason for going into executive session. The motion carried unanimously.

The Board announced to the public the above desired reason for going into executive session. In open session, Phylandria Hudson stated that the Board determined that Executive Session was necessary for the purposes of discussing the current licensing system and the FBI Audit findings.

A motion was made by Phylandria Hudson and 2nd by Rosalind Yarber to enter executive session for the purpose of reviewing security concerns regarding the current licensing system and the FBI Audit findings. The motion carried unanimously.

IN EXECUTIVE SESSION

A motion was made by Bobby Scott and 2nd by Valerie Joiner to allow the Executive Director to complete a corrective plan from the audit findings. The motion carried unanimously.

A motion was made by Jeff Hinton and 2nd by Bobby Scott for the board to exit executive session. The motion carried unanimously.

The Board resumed in open meeting and announced to the public the above described action taken by the Board in executive session.

V. REPORTS

Executive Director – Erica Allen

Office Updates

The office lease with the Jackson Medical Mall will expire November 30, 2023.

Erica Allen discussed the duties of the Executive Director.

Financial Report

Erica Allen presented the Expenditure Report. Fiscal Year 2024 Fund Balance as of September 30, 2023 are: Monthly Expenditures - \$15,631.13; Carryover – \$739,915.57; and Ending Balance - \$820,108.30. A copy of the report is attached.

A motion was made by Phylandria Hudson and 2nd by Valerie Joiner to accept the Expenditure Report for September 30, 2023, subject to audit. The motion carried unanimously.

Board Chair – Gerard Tarrant

There was no report given.

Chair of Social Work – Phylandria Hudson

A motion was made by Phylandria Hudson and 2nd by Veronica Knowles to add the FBI Audit discussion to the agenda. The motion carried unanimously.

Chair of Marriage & Family Therapy – Catherine Jones

There was no report given.

Board Member

There was no report given.

Legal Counsel – Sarah Mann

There was no report given.

VI. PUBLIC COMMENT

Report from MAMFT

No report was given.

Report from NASW-MS Chapter

No report was given.

Other Public Comments

There was no report given.

VII. DISCIPLINARY ACTIONS

Reports on New and Current Complaints

Erica Allen discussed the Complaints File Report, updating the Board on the status of pending complaints and investigations. A copy of the report is attached.

Reports on Disciplined Licensees' Progress

A copy of the report is attached.

The subject of SW17-168 submitted a payment of \$300.00.

Case number SW23-236 has been assigned to Veronica Knowles.

Case number SW23-237 has been assigned to Valerie Joiner.

Case number SW23-238 has been assigned to Veronica Knowles.

Case number SW23-239 has been assigned to Valerie Joiner.

Case number SW23-234 has been re-assigned to Phylandria Hudson.

VIII. CLOSING COMMENTS AND ADJOURN TO COMMITTEE WORK

A motion was made Veronica Knowles and 2nd by Phylandria Hudson to adjourn the meeting. The motion carried unanimously.

The next Board meeting will be held November 10, 2023 in Suite 761 on the 1st floor of the Jackson Medical Mall, 350 W. Woodrow Wilson Avenue, Jackson, MS 39213 at 10:30 a.m.



Chair



Recorder



Mississippi Board of Examiners for Social Workers and Marriage & Family Therapists

Friday, October 13, 2023, 10:30 a.m.

**Jackson Medical Mall, 1st Floor, Suite 761
350 W. Woodrow Wilson Avenue ● Jackson, MS 39213**

AGENDA

- I. CALL TO ORDER**
Opening Remarks and Roll Call
- II. REVIEW AND APPROVAL OF AGENDA AND MINUTES**
- III. LICENSURE VOTES**
 - A. Social Work
 - 1. Application for Licensure, Reinstatements, and Universal Recognition
 - B. Marriage & Family Therapy
 - 1. Application for Licensure, Reinstatements, and Universal Recognition
- IV. REPORTS**
 - A. Executive Director
 - 1. Office Updates
 - a. Lease
 - 2. Financial Report
 - a. FY2025 Budget
 - B. Board Chair
 - C. Chair of Marriage & Family Therapy
 - D. Chair of Social Work
 - E. Board Member
 - F. Legal Counsel
 - G. Committees
- V. PUBLIC COMMENT**
- VI. DISCIPLINARY ACTIONS**
 - A. Reports on New and Current Complaints
 - B. Reports on Disciplined Licensees' Progress
- VII. EXECUTIVE SESSION (if needed)**
- VIII. CLOSING COMMENTS AND ADJOURN TO COMMITTEE WORK**

All Public Comments Must Be Submitted to the Board Chair for Inclusion in Meeting

MS Board of Examiners for Social Workers/Marriage Family Therapists

FY 2024

AS OF SEPTEMBER 30, 2023

FY 2024 MONTHLY EXPENDITURE REPORT

	July	August	September	October	November	December	January	February	March	April	May	June
PERSONAL SERVICES												
Salaries & Fringe Benefits	\$ 11,808.02	\$ 11,803.12	\$ 11,803.12									
Travel		\$ 436.25	\$ 329.37									
CONTRACTUAL SERVICES												
Employee Training												
Postage, Box Rent												
Promotional Expenses(Exhibits, Displays)												
Rent	\$ 3,294.50	\$ 1,647.25	\$ 1,647.25									
Office Equipment Rental			\$ 1,162.14									
Personnel Service Contracts												
ITS Fees												
MMRS Fees/Inter-Agency Fees												
Court Reporter												
Liability Insurance												
Fidelity Bonds												
Membership Dues			\$ 250.00									
Public Network Access Charges												
Celluar			\$ 104.81									
Total Contractual Services	\$ 3,294.50	\$ 1,647.25	\$ 3,164.20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
COMMODITIES												
Printing & Binding												
Office Supplies												
Paper Supplies												
Other Supplies												
Other Equipment			\$ 11.99									
Procurement Card			\$ 283.48									
Food For Board Meetings			\$ 38.97									
Total Commodities	\$ -	\$ -	\$ 334.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EQUIPMENT												
Office Machines/Furniture												
Total Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Monthly Expenditures	\$ 15,102.52	\$ 13,886.62	\$ 15,631.13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Monthly Revenue	\$ 50,531.00	\$ 33,327.00	\$ 40,855.00									
Prior YR Revenue	\$ 43,373.00	\$ 12,135.00	\$ 42,223.00	\$ 44,035.00	\$ 3,500.00	\$ 10,616.00	\$990	\$29,400.00	\$ 47,611.95	\$ 62,826.00	\$ 42,930.00	\$12,052.00

Board of Examiners Cummlative Report

FY 2024

AS OF SEPTEMBER 30, 2023

	Actual	Projected	Difference	Percent
PERSONAL SERVICES				
Salaries & Fringe Benefits	\$ 35,414.26	\$ 171,560.00	\$ 136,145.74	21%
Travel	\$ 765.62	\$ 12,000.00	\$ 11,234.38	6%
CONTRACTUAL SERVICES				
Employee Training	\$ -	\$ 500.00	\$ 500.00	0%
Postage, box rent	\$ -	\$ 3,000.00	\$ 3,000.00	0%
Promotional Expenses (exhibits,displays)	\$ -	\$ 5,000.00	\$ 5,000.00	0%
Rent	\$ 6,589.00	\$ 31,300.00	\$ 24,711.00	21%
Office Equipment Rental	\$ 1,162.14	\$ 1.00	\$ (1,161.14)	116214%
Personnel Service Contracts	\$ -	\$ 7,713.00	\$ 7,713.00	0%
ITS Fees	\$ -	\$ 6,850.00	\$ 6,850.00	0%
MMRS Fees	\$ -	\$ 6,024.00	\$ 6,024.00	0%
Court Reporter	\$ -	\$ 1,500.00	\$ 1,500.00	0%
Liability Insurance	\$ -	\$ 250.00	\$ 250.00	0%
Fidelity Bonds	\$ -	\$ 250.00	\$ 250.00	0%
Membership Dues	\$ 250.00	\$ 1,540.00	\$ 1,290.00	16%
Public Network Access Charges	\$ -	\$ 5,750.00	\$ 2,000.00	0%
Celluar	\$ 104.81	\$ 650.00	\$ 545.19	16%
Total Contractual Services	\$ 8,105.95	\$ 70,328.00	\$ 62,222.05	12%
			\$ -	
COMMODITIES				
Printing & Binding		\$ 1.00	\$ 1.00	0%
Office Supplies	\$ -	\$ 650.00	\$ 650.00	0%
Paper Supplies	\$ -	\$ 1.00	\$ 1.00	0%
Other Supplies	\$ -	\$ 1.00	\$ 1.00	0%
Other Equipment	\$ 11.99	\$ 8,000.00	\$ 7,988.01	0%
Procument Card	\$ 283.48	\$ 3,000.00	\$ 2,716.52	9%
Food For Board Meetings	\$ 38.97	\$ 1,497.00	\$ 1,458.03	3%
Total Commodities	\$ 334.44	\$ 13,150.00	\$ 12,815.56	3%
EQUIPMENT				
Office Machines/Furniture	\$ -	\$ 2,650.00	\$ 2,650.00	0%
Total Equipment	\$ -	\$ 2,650.00	\$ 2,650.00	0%
Total Expenditures	\$ 44,620.27	\$ 269,688.00	\$ 225,067.73	17%

FUND BALANCE	
Caryover funds from prior FY2023	\$ 739,915.57
(from current FY rev ZFI Cash Rpt transfer)	
Revenue	\$ 124,813.00
Cummulative Expenditures	\$ 44,620.27
Ending Balance	\$ 820,108.30
Unencumbered Revenue	\$ 783,684.00
(Unencumbered is what is reflected on the agency source revenue document submitted from previous FY)	

DISCIPLINED LICENSEES' PROGRESS REPORT AS OF 10/13/2023

Licensee Name, #, Case #	License expiration date	Assigned To	Disciplinary action details	Probationary Period	1 Report completed	2 Report completed	3 Report completed	4 Report completed	Probation Completion Date
Shirley Falvey, C6791 SW17-168	4/30/2023	ED	Stipulation and Consent Order. Probation for a period of thirty-six (36) months. \$1,000.00 fine Paid \$400.00 8/24/2023; \$300 on 9-12-2023	10/21/2020	9/1/2022		03/19/2023	9/2023	10/21/2023
Holly Regan, C7870 SW18-183/184	4/30/2024	ED	Stipulation and Consent Order. Probation for a period of thirty-six (36) months. \$3000.00 fine Fine Paid in full on 11/3/2021: 020101796882 10/18/2021	8/13/2021	1/12/22	04/12/2022	2/28/2023	6/2023	08/13/2024
Terrence Skidmore, C8764 SW19-201	4/30/2024	ED	Consent Order, three (3) year probation, \$500.00 fine Fine paid in full on 6/9/2021: CC 0451963312 5/21/2021 His supervision and counseling has been completed.	4/22/2021	11/19/21 12/2022	03/04/2022 4/2/2023	05/16/2022	11/07/2022	04/22/2024
Christopher Lancaster, C5892 SW22-229	4/30/2024	ED	Stipulation and Consent Order. Probation for a period of twenty-four (24) months with supervision, six (6) months of counseling \$500.00 fine Paid fine in full, \$500.00, 7-21-2023	8/11/2023					

COMPLAINT STATUS REPORT AS OF 10/13/2023

CASE #	DATE OF ORIGIN	ASSIGNED TO	DATE ASSIGNED	ASSIGNED TO INVESTIGATOR	INVESTIGATION COMPLETED	REPORT TO BOARD	STATUS/NOTES
SW19-190	4/8/2019	BURNETT	5/24/2019				Reassigned to V. Burnett 02/10/2023
SW19-194	6/13/2019	HUDSON	7/12/2019				Reassigned to P. Hudson 01/13/2023
SW22-231	10/14/2022	HUDSON	10/14/2022				
SW23-233	2/28/2023	JOINER	3/10/2023				
SW23-234	4/7/2023	MCNAMEE	4/14/2023				
SW23-235	5/3/2023	HUDSON	5/12/2023				
SW23-236	6/7/2023	KNOWLES	9/8/2023				
SW23-237	7/18/2023	JOINER	9/8/2023				
SW23-238	8/31/2023	KNOWLES	9/8/2023				
SW23-239	7/18/2023	JOINER	9/8/2023				

To Be Reassigned