



Mississippi Board of Examiners For Social Workers and Marriage and Family Therapists

Minutes for March 12, 2021 Board Meeting

The Mississippi State Board of Examiners for Social Workers and Marriage & Family Therapists (Board) held a Board meeting on Friday, March 12, 2021, at 10:00 a.m. in Suite 761, on the 1st floor of the Jackson Medical Mall, 350 W. Woodrow Wilson Avenue, Jackson, MS 39213.

Members present were Candace Riddley, LCSW, Board Chair, Jamie Williams, LMFT, Chair MFT Discipline Specific Committee, Beth McNamee, LCSW, Chair SW Discipline Specific Committee, Pamela Rollins, LMFT, Gerard Tarrant, LMFT, Sharon Adams, LMFT, Krista Guynes, LCSW, Jennifer Fulcher, LSW, Victoria Murdy, LCSW, and Brenda Viverette, LSW. Also in attendance were LaTeshya Martin, Special Assistant Attorney General, Edward Wiggins, Board Attorney and Special Assistant Attorney General, and Erica Allen. All members were present.

Candace Riddley called the Administrative Hearing involving case number SW18-171 to order at 10:00 a.m. Attorney LaTeshya Martin served as Hearing Officer. A quorum of Board members were present.

Case number SW18-171 (In the Matter of Melissa Ratliff, LCSW) came before the Board. The Board was asked to consider a proposed settlement (consent order). The Board also heard from Ms. Ratliff.

CLOSED DETERMINATION

A motion to go into a closed determination session to determine if the Board had reason to go into executive session was made by Beth McNamee and 2nd by Jamie Williams. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

In closed determination session, a motion was made by Beth McNamee and 2nd by Jamie Williams that the Board had reason to go into executive session for the purpose of deliberating and discussing case number SW18-171, the order of discipline for violation of social work laws, rules, and regulations, which deliberation could lead to appeal of the Board's order or litigation against the Board. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

The Board announced to the public the above desired reason for going into executive session.

EXECUTIVE SESSION

The Board will review the written recommendation from the hearing officer and vote to adopt or decline the recommendation.

A motion was made by Jamie Williams and 2nd by Beth McNamee for the board to come out of executive session. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

The Board resumed in open meeting and announced to the public the above described action taken by the Board in executive session. The Board deferred making a decision pending receipt of the written recommendation from the hearing officer.

Candace Riddley called the regularly scheduled Board meeting to order at 12:54 p.m. A quorum of Board members were present.

A motion was made by Jennifer Fulcher and 2nd by Sharon Adams to amend the agenda. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

A motion was made by Jennifer Fulcher and 2nd by Pamela Rollins to approve the February 2021 minutes with no corrections. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

Reports from NASW:

- ❖ There was no report given.

Social Work Licensure Report: The following Social Work Candidates were presented for Licensure:

LSW Level

Lexis Brown

The staff has recommended the above listed candidate for licensure at the LSW level on March 12, 2021. A motion was made by Beth McNamee and 2nd by Krista Guynes to approve this candidate for licensure at the LSW level. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista

Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

LSW Level by Reciprocity

There were no candidates presented for licensure at the LSW level.

LSW Reinstatements

Mary Hughes

The staff has recommended the above listed candidate for reinstatement at the LSW level on March 12, 2021. A motion was made by Beth McNamee and 2nd by Jamie Williams to approve this candidate for reinstatement at the LSW level. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

LMSW Level

Angelika Teasley
Colby Roberts

The staff has recommended the above listed candidates for licensure at the LMSW level on March 12, 2021. A motion was made by Beth McNamee and 2nd by Jamie Williams to approve these candidates for licensure at the LMSW level. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

Alisa Reynolds

The staff has recommended the above listed candidate for licensure at the LMSW level on March 12, 2021. A motion was made by Beth McNamee and 2nd by Jamie Williams to approve this candidate for licensure at the LMSW level. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

LMSW Level by Reciprocity

There were no candidates presented for licensure at the LMSW level.

LMSW Reinstatements

Alicia Northcutt

Gwenessa Vance

The staff has recommended the above listed candidates for reinstatement at the LMSW level on March 12, 2021. A motion was made by Beth McNamee and 2nd by Jamie Williams to approve these candidates for reinstatement at the LMSW level. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

LCSW Level

There were no candidates presented for licensure at the LCSW level.

LCSW Level by Reciprocity

Deena Provance

The staff has recommended the above listed candidate for licensure at the LCSW level by Reciprocity on March 12, 2021. A motion was made by Beth McNamee and 2nd by Jamie Williams to approve this candidate for licensure at the LCSW level by Reciprocity. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

Raven Lang

The staff has recommended the above listed candidate for licensure at the LCSW level by Reciprocity on March 12, 2021. A motion was made by Beth McNamee and 2nd by Jamie Williams to approve this candidate for licensure at the LCSW level by Reciprocity. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

LCSW Reinstatements

There were no candidates presented for LCSW reinstatement.

Marriage and Family Therapy Licensure Report: The following candidate(s) were presented for licensure at the LMFT and/or LMFTA level:

LMFTA Licensure

Katie Lambert

The staff has recommended the above listed candidate for licensure at the LMFTA level on March 12, 2021. A motion was made by Pamela Rollins and 2nd by Beth McNamee to approve this candidate for licensure at the LMFTA level. The motion carried

unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

LMFT Licensure

There were no candidates presented for LMFT licensure.

LMFT Licensure by Endorsement

There were no candidates presented for LMFT licensure by Endorsement.

LMFT Reinstatements

There were no candidates presented for LMFT Reinstatement.

Expenditure Report:

Erica Allen reviewed the Expenditure Report. Fiscal Year 2021 Fund Balances as of February 28, 2021 are: Monthly Expenditures - \$16,490.32; Carryover - \$346,070.00; and Ending Balance - \$343,054.71. A copy of the report is attached.

A motion was made by Beth McNamee and 2nd by Jamie Williams to accept the Expenditure Report for February 28, 2021. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

Complaints File Report:

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.

- ❖ Case number SW21-218 has been assigned to Candace Riddley.
- ❖ An informal consent offer has been mailed to the subject of SW18-183/184.

Executive Director Report:

- ❖ A new website will replace the current website June 2021.

CLOSED DETERMINATION

A motion to go into a closed determination session to determine if the Board had reason to go into executive session was made by Beth McNamee and 2nd by Jamie Williams. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie

Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

In closed determination session, a motion was made by Beth McNamee and 2nd by Krista Guynes that the Board had reason to go into executive session for the purpose of deliberating and discussing case number SW19-198, the order of discipline for violation of social work laws, rules, and regulations, which deliberation could lead to appeal of the Board's order or litigation against the Board. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

The Board announced to the public the above desired reason for going into executive session.

EXECUTIVE SESSION

Further discussion and voting will be done at the next Board meeting.

A motion was made by Beth McNamee and 2nd by Pamela Rollins for the board to come out of executive session. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

The Board resumed in open meeting and announced to the public the above described action taken by the Board in executive session. The Board deferred making a decision pending receipt of the written recommendation from the hearing officer.

Chair of the Board Report:

- ❖ Candace Riddley discussed the current emergency proclamation and emergency permits.

MFT Report:

- ❖ There have been eighteen (18) emergency permits approved for marriage and family therapy, and two pending.
- ❖ Jamie Williams gave an update on the MAMFT Virtual Conference.

SW Report:

- ❖ Beth McNamee gave an update regarding interviewing for the executive director's position.

- ❖ There have been fifty-seven (57) LCSW emergency permits approved, five LMSW emergency permits approved, and one LSW emergency permit approved for social work.
- ❖ The Board is closely following House Bill 2420 pertaining to the issuance of a license to out-of-state licensees.

Board Members Report:

- ❖ No report was given.

Committee Reports:

- ❖ Continuing Education:
 - ♦ SW Continuing Education offerings: There were no offerings reviewed.
 - ♦ MFT Continuing Education offerings: There were no offerings reviewed.

CLOSED DETERMINATION

A motion to go into a closed determination session to determine if the Board had reason to go into executive session was made by Jamie Williams and 2nd by Beth McNamee. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

In closed determination session, a motion was made by Jamie Williams and 2nd by Beth McNamee that the Board had reason to go into executive session for the purpose of deliberating and discussing case numbers SW19-198, the order of discipline for violation of social work laws, rules, and regulations, which deliberation could lead to appeal of the Board's order or litigation against the Board. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

The Board announced to the public the above desired reason for going into executive session.

EXECUTIVE SESSION

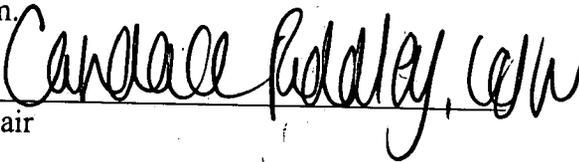
Beth McNamee gave an update on case number SW19-198.

A motion was made by Beth McNamee and 2nd by Jamie Williams for the board to come out of executive session. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

The Board resumed in open meeting and announced to the public the above described action taken by the Board in executive session. The Board deferred making a decision pending receipt of further information.

A motion was made by Beth McNamee and 2nd by Jamie Williams to adjourn regular board meeting business to committee work. The motion carried unanimously with the following members voting aye: Candace Riddley, Beth McNamee, Krista Guynes, Pamela Rollins, Jennifer Fulcher, Jamie Williams, Victoria Murdy, Sharon Adams, Gerard Tarrant; Voting Against: None; Abstention: None; Recusal: None; Absence: None.

The next Board meeting will be held April 9, 2021, 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

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

"Protect the Public"
March 12, 2021

11:00 a.m.

- I. Convene Meeting: Opening Comments
- II. Public Comments
- III. Review Minutes and Agenda
- IV. Executive Director Report
 - a. Financial Report
 - b. Disciplinary Actions
 - i. New Complaints
 - ii. Reports on Current Investigations
 - iii. Reports on Disciplined Licensees' Progress
- V. Board Chair Report
- VI. MFT Chair Report
- VII. SW Chair Report
- VIII. Legal Counsel Report
- IX. Committee Reports
- X. Board Member Reports
- XI. Licensure Votes
 - a. Social Work
 - b. MFT
- XII. Follow-Up Responsibilities

Action Needed	Responsible Party	Report Date

- XIII. Closing Comments & 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 2021 MONTHLY EXPENDITURE REPORT

	July	August	September	October	November	December	January	February	March	April	May	June
PERSONAL SERVICES												
Salaries & Fringe Benefits	\$ 13,623.79	\$ 14,100.79	\$ 13,743.79	\$ 13,623.79	\$ 13,623.79	\$ 13,656.79	\$ 6,925.48	\$ 6,925.48				
Travel	\$ 315.72											
CONTRACTUAL SERVICES												
Employee Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage, Box Rent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Promotional Expenses (Exhibits, Displays)	\$ -	\$ 250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rent	\$ -	\$ 4,941.75	\$ 1,647.25	\$ 1,647.25	\$ 1,647.25	\$ 3,294.50	\$ 1,647.25	\$ 1,647.25	\$ -	\$ -	\$ -	\$ -
Office Equipment Rental	\$ -	\$ 1,240.86	\$ 337.62	\$ 972.87	\$ 972.87	\$ 1,141.68	\$ 168.81	\$ 168.81	\$ -	\$ -	\$ -	\$ -
Personnel Service Contracts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 182.73	\$ 182.73	\$ 1,894.26	\$ -	\$ -	\$ -	\$ -
ITS Fees	\$ -	\$ 80.81	\$ 103.68	\$ 113.84	\$ 113.84	\$ 1,631.25	\$ 1,631.25	\$ 1,631.25	\$ -	\$ -	\$ -	\$ -
MMRS Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Court Reporter	\$ -	\$ -	\$ -	\$ 341.00	\$ 341.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Liability Insurance	\$ -	\$ -	\$ 169.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fidelity Bonds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350.00	\$ -	\$ -	\$ -	\$ -	\$ -
Membership Dues	\$ 250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -
Public Network Access Charges	\$ 129.69	\$ 129.69	\$ 135.04	\$ 129.69	\$ 129.69	\$ 259.38	\$ 129.69	\$ -	\$ -	\$ -	\$ -	\$ -
Cellular	\$ 51.38	\$ 51.38	\$ 102.85	\$ 102.85	\$ 51.56	\$ 51.43	\$ 79.30	\$ -	\$ -	\$ -	\$ -	\$ -
Total Contractual Services	\$ 431.07	\$ 6,704.49	\$ 2,496.26	\$ 3,204.65	\$ 51.56	\$ 6,560.97	\$ 2,875.05	\$ 9,523.84	\$ -	\$ -	\$ -	\$ -
COMMODITIES												
Printing & Binding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paper Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Equipment	\$ -	\$ -	\$ 20.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Procurement Card	\$ -	\$ -	\$ 573.70	\$ 411.09	\$ 411.09	\$ 159.19	\$ 387.72	\$ 41.00	\$ -	\$ -	\$ -	\$ -
Food For Board Meetings	\$ -	\$ -	\$ 89.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Commodities	\$ -	\$ -	\$ 683.68	\$ 411.09	\$ -	\$ 159.19	\$ 1,086.72	\$ 41.00	\$ -	\$ -	\$ -	\$ -
EQUIPMENT												
Office Machines/Furniture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Monthly Expenditures	\$ 14,370.58	\$ 20,805.28	\$ 16,923.73	\$ 17,239.53	\$ 13,675.35	\$ 20,376.95	\$ 10,887.25	\$ 16,490.32	\$ -	\$ -	\$ -	\$ -
Monthly Revenue	\$ 13,356.00	\$ 37,041.00	\$ 47,668.46	\$ 40,220.90	\$ 22,922.34	\$ 9,130.86	\$ 6,346.95	\$ 10,887.25	\$ 16,490.32	\$ -	\$ -	\$ -
Prior YR Revenue	\$ 13,820.00	\$ 34,696.90	\$ 40,220.90	\$ 22,922.34	\$ 9,130.86	\$ 6,346.95	\$ 8,719.90	\$ 7,316.00	\$ 40,624.00	\$ 58,665.00	\$ 20,723.90	\$ 14,634.00

AS OF FEBRUARY 28, 2021

Board of Examiners Cumulative Report						FY 2021	AS OF FEBRUARY 28, 2021
	Actual	Projected	Difference	Percent			
PERSONAL SERVICES							
Salaries & Fringe Benefits	\$ 96,223.70	\$ 164,392.00	\$ 68,168.30	59%			
Travel	\$ 315.72	\$ 12,000.00	\$ 11,684.28	3%			
					Revenue		\$ 127,753.70
CONTRACTUAL SERVICES							
Employee Training	\$ -	\$ 500.00	\$ 500.00	0%			
Postage, box rent	\$ 4,000.00	\$ 4,450.00	\$ 450.00	90%		Ending Balance	\$ 343,054.71
Promotional Expenses (exhibits, displays)	\$ 250.00	\$ 3,100.00	\$ 2,850.00	8%		Unencumbered Revenue	\$ 212,937.70
Rent	\$ 14,825.25	\$ 19,767.00	\$ 4,941.75	75%			
Office Equipment Rental	\$ 4,030.65	\$ 5,600.00	\$ 1,569.35	72%			
Personal Service Contracts	\$ 2,076.99	\$ 30,000.00	\$ 27,923.01	0%			
ITS Fees	\$ 2,121.85	\$ 2,020.00	\$ (101.85)	105%			
MMRS Fees	\$ 1,631.25	\$ 6,525.00	\$ 4,893.75				
Court Reporter	\$ 341.00	\$ 1,400.00	\$ 1,059.00	24%			
Liability Insurance	\$ 169.82	\$ 205.00	\$ 35.18	83%			
Fidelity Bonds	\$ 350.00	\$ 345.00	\$ (5.00)	101%			
Membership Dues	\$ 750.00	\$ 1,539.00	\$ 789.00	49%			
Public Network Access Charges	\$ 913.18	\$ 1,537.00	\$ 2,000.00	59%			
Cellular	\$ 387.90	\$ 612.00	\$ 224.10	63%			
Total Contractual Services	\$ 31,847.89	\$ 77,600.00	\$ 45,752.11	41%			
COMMODITIES							
Printing & Binding	\$ -	\$ 500.00	\$ 500.00	0%			
Office Supplies	\$ -	\$ 400.00	\$ 400.00	0%			
Paper Supplies	\$ -	\$ 100.00	\$ 100.00	0%			
Other Supplies	\$ -	\$ -	\$ -	0%			
Other Equipment	\$ 719.50	\$ 124.00	\$ (595.50)	580%			
Procurement Card	\$ 1,572.70	\$ 3,000.00	\$ 1,427.30	52%			
Food For Board Meetings	\$ 89.48	\$ 500.00	\$ 410.52	18%			
Total Commodities	\$ 2,381.68	\$ 4,624.00	\$ 2,242.32	52%			
EQUIPMENT							
Office Machines/Furniture	\$ -	\$ 2,270.00	\$ 2,270.00	0%			
Total Equipment	\$ -	\$ 2,270.00	\$ 2,270.00	0%			
Total Expenditures	\$ 130,768.99	\$ 260,886.00	\$ 130,117.01	50%			

COMPLAINT STATUS REPORT AS OF 03/12/2021

CASE #	DATE OF ORIGIN	ASSIGNED TO	DATE ASSIGNED	ASSIGNED TO	INVESTIGATION	REPORT TO BOARD	STATUS/NOTES
SW17-161	3/22/2017	MURDY	reassigned 9/14/18				
SW17-168	8/16/2017	MURDY	8/18/2017			12/14/2018	Accepted Informal Offer
SW18-171	1/8/2018	MURDY	1/12/2018				Consent Order Revised/Mailed
SW18-177	7/17/2018	MURDY	8/10/2018			12/14/2018	Hearing scheduled 03/12/2021
SW18-183	12/6/2018	MURDY	12/14/2018				Dismissed
SW18-184	12/6/2018	MURDY	12/14/2018				Informal Settlement Offer
SW19-188	3/18/2019	MURDY	4/12/2019				Informal Settlement Offer
SW19-190	4/8/2019	FULCHER	5/24/2019			5/24/2019	Hearing to be scheduled
SW19-194	6/13/2019	MURDY	7/12/2019				
SW19-195	7/12/2019	MURDY	7/12/2019				
SW19-198	9/25/2019	MCNAMEE	10/11/2019			12/13/2019	Informal Settlement Offer
MFT19-199	10/24/2019	WILLIAMS	11/8/2019				License revoked for 5 years
SW19-201	11/13/2019	RIDDLEY	12/13/2019				Dismissed
MFT19-202	12/9/2019	ADAMS	12/13/2019			2/14/2020	Hearing scheduled 04/09/2021
MFT19-203	12/9/2019	ROLLINS	12/13/2019				Dismissed w/ letter
MFT19-204	12/17/2019	TARRANT	1/10/2020				
MFT20-208	4/1/2020	WILLIAMS	5/8/2020				
SW20-209	4/1/2020	RIDDLEY	5/8/2020				Hearing to be scheduled
SW20-210	7/10/2020	MCNAMEE	7/10/2020				Dismissed w/ advisory letter
SW20-211	7/24/2020	RIDDLEY	8/14/2020				
SW20-212	7/31/2020	FULCHER	8/14/2020				
SW20-213	8/17/2020	GUYNES	9/11/2020				
SW20-214	10/5/2020	FULCHER	10/9/2020				
SW20-215	10/13/2020	MCNAMEE	1/8/2021				
SW21-216	1/21/2021	RIDDLEY	2/12/2021				Dismissed
SW21-217	2/9/2021	ADAMS	2/21/2021				

DISCIPLINED LICENSEES' PROGRESS REPORT AS OF 03/12/2021

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
Chris Huff, C5077 SW15-151	4/30/2021	Murdy	3 yr. probation, \$3000.00 fine. Paid \$1000.00 on 3/14/2017, Paid \$1,000.00 3/4/2018. Paid \$1,000.00 on 3/14/19. Fine paid in full. Informal Conference 11-8-19 in relation to additional filed complaint SW19-188 12/13/2019 Board voted to request additional info Administrative Hearing scheduled for 11/13/2020-postponed Hearing date set for May 14, 2021					3 yrs beginning 4/8/2017	4/30/2018	9/26/2018 1/21/19	5-21-20	8/3/20	
Stark Farrell, C6287 SW16-157	4/30/2019	Riddley	3yr. probation, \$3,000.00 fine, license expired					3 yrs. Beginning 5/1/18					

NARRATIVE

**FY2022
BUDGET REQUEST
Resubmitted for Review**

07/1/2021 – 06/30/2022

A. Personnel Services

1. Salaries & Fringe Benefits (37.13%)

	Salary	Fringe(s)	Total
a. Executive Director	60,770.00	22,563.90	83,333.90
b. Admin. Assist V	31,257.67	11,605.97	42,863.64
c. Admin. Assist. IV	27,851.91	10,341.41	38,193.32
		Total	164,390.86 No Change

2. Travel

This budget item relates to travel, meal, and lodging cost for board members and staff during the course of board meetings and other official travel. It is based on the premise of previous year expenses in this category. Rates for each area were calculated on the following bases:

Mileage reimbursements based on trip optimizer.

Travel	\$.575 per mile (State rate, no pool car, .17 per mile (pool car)	
Meals	\$41.00 per day (State rate)	
Lodging	\$80.00 per night (Estimated average)	
Rental Car (at various rates: 44.00, 59.00, & 60.00/day)		
a. In-State Board Travel (seven (7) board members travel twelve (12) meetings annually & in-state staff travel	10,000.00	
b. Out-of-state travel (conferences for board and staff)	2,000.00	
	Total Travel	12,000.00

B. Contractual Services

1. Employee Training (CPM & Staff Development)	500.00
2. Postage, Box Rent, Etc. (Mail-outs)	4,450.00
3. Building Floor Space (rent) 1647.25/mo. x 12mos (prior yr. cost)	19,767.00
4. Office Equipment Rental (based on prior year expenses)	5,600.00
5. Promotional Expense -conference presenters and fees (prior yr. cost)	3,500.00

6.	Personnel Service Contracts (CE Coordinator\$50/hr. x 100hrs) Investigator- \$50/hr. x 200hrs (based on prior yr. cost)	20,000.00 (10,000.00)
7.	Court Reporter (record 4 hearings @ \$345/hearing) prior yr. cost	1,000.00 (1380.00)
8.	Liability Insurance Pool (Tort) based on prior yr. cost	205.00
9.	Fidelity Bonds- based on prior yr. cost	345.00
10.	Membership Dues (AMFTRB, CLEAR, FARB, & ASWB) (based on prior year cost)	1,539.00
11.	Public Network Access (website, internet access) prior yr. cost	1,537.00
12.	Cellular Usage -based on prior yr. cost	612.00
13.	MMRS Usage (DFA projected cost)	6,445.00
14.	ITS Fees (ITS projected cost)	2,100.00
15.	License and Renewal System(LARS) (maintenance cost)	10,000.00 (20,000.00)

Total Contractual Services ~~77,600.00~~ (77,980.00)

C. Commodities

1.	Office Supplies & Materials (based on prior yr.)	1,000.00
2.	Water cooler rental (based on prior yr.)	124.00
3.	Food for board meetings (based on prior yr.)	500.00
4.	Procurement Card (based on prior yr.)	3,000.00

Total Commodities 4,624.00

D. Capital Equipment

1.	Computer and scanner (replace outdated/broken equipment)	2,271.00
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Total Capital Equipment 2,271.00

Total Budget for FY 2022: ~~260,886.00~~ (261,265.86)