

1 State of Alaska
2 DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT
3 DIVISION OF CORPORATION, BUSINESS AND PROFESSIONAL LICENSING
4

5 BOARD OF SOCIAL WORK LICENSE EXAMINERS
6 Minutes of the meeting December 09, 2024
7

8
9 By the authority of AS 08.01.070(2) and AS 08.86.030, and in compliance with the provisions of AS 44.62,
10 Article 6, the scheduled meeting of the Board of Social Work Examiners originated via Zoom.
11

12 **Agenda Item – Call to Order/Roll Call**

13 The Chair brought the meeting to order at 9:00am
14

15 On record: 9:00am
16

17 **Board Members Present Constituting a Quorum**

18 Ann Applebee, Chair
19 Amber Taylor
20 Anne Wells
21

22 **Board Members Absent**

23 Stacy Stone
24

25 **Staff Members Present**

26 Alyssa Castles, Occupational Licensing Examiner 3
27 Amberly Northcutt, Occupational Licensing Examiner 3
28 Jeanne Pace, Program Coordinator 1
29 Jenni Summers, Investigator 3
30 Melissa Dumas, Administrative Operations Manager 1
31

32 **Members of the Public Present**

33 Kaytlin Crawford
34

35 **Agenda Item – Ethics Disclosures**

36 All members said they had no potential ethics conflicts to disclose.
37

38 **Agenda Item – Review/Approve Agenda**

39 In a motion duly made by Ann Wells, seconded by Amber Taylor with unanimous consent, it was
40 resolved to approve the 12/09/24 agenda as presented.

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

41
42 **Agenda Item – Public Comment**

43 No public comment

44

45 **Agenda Item – New Business**

46 **ASWB Delegate Assembly - Anne Wells** – Reviewed highlights from the delegate assembly
47 training Ms. Wells attended.

48

49 **Agenda Item – Division Report**

50 a. **FY24Q4 – Melissa Dumas** – Reviewed the FY2024 report and fielded board questions.

51

52 **Agenda Item – Investigations**

53 a. **Investigative Report – Jenni Summers** – Reviewed the latest report and fielded board questions.

54

55 **Agenda Item – New Business**

56 **Annual Report** – Board updated the FY25 annual report.

57

58 Off Record – 9:43am

59 On Record – 10:00am

60

61 **Agenda Item – Statute and Regulation**

62 a. **Project Updates** – No updates regarding supervisor certificate statute project.

63 b. **Regulation Review – Alyssa Castles** – Reviewed the board commission handbook from Sara
64 Chambers and presented the Right Touch Regulation Worksheet using the example of
65 unlicensed master level social workers performing clinical services to gain hours toward LCSW.
66 Board chair assigned all board members to complete the worksheet regarding the supervisor
67 certificate statute project to bring to the next meeting.

68

69 **Agenda Item – New Business**

70 A. **Board Chair Discussion – Ann Applebee, Chair** – announced her resignation from the board,
71 effective when her term ends in March of 2025. Board Chair called for nominations for board
72 chair to be sent to Alyssa. Alyssa reported that more nominations were for Anne Wells. Board
73 Chair called for an election for board chair of the majoritively nominated, Anne Wells. Amber
74 Taylor votes no, Anne Wells voted yes, and Ann Applebee voted yes. Anne Wells is elected
75 board chair effective at the end of the board meeting.

76

77 **Agenda Item – Adjourn**

78 **In a motion duly made by Anne Wells, seconded by Amber Taylor with unanimous consent, it was resolved**
79 **to adjourn the meeting at 11:12 am.**

Board Member	Approve	Deny	Recuse	Absent
Ann Applebee, Chair	X			
Amber Taylor	X			
Anne Wells	X			

80

Date final minutes approved by the board:	January 10, 2025
<input type="checkbox"/> Board Meeting	<input checked="" type="checkbox"/> Onboard

81