

**VIRTUAL/TELECONFERENCE
SOCIAL WORKER SECTION
MEETING MINUTES
JANUARY 24, 2024**

PRESENT: Terrance Erickson (*Arrived 1:45 p.m.*), Shawna Hansen, Marietta Luster, Sheng Lee Yang

EXCUSED: Cynthia Adell

STAFF: Brad Wojciechowski, Executive Director; Whitney DeVoe, Legal Counsel; Sofia Anderson, Administrative Rules Coordinator; Tracy Drinkwater, Board Administration Specialist; and other DSPS Staff

CALL TO ORDER

Sheng Lee Yang, Chairperson, called the meeting to order at 1:01 p.m. A quorum was confirmed with three (3) members present.

ADOPTION OF AGENDA

MOTION: Shawna Hansen moved, seconded by Marietta Luster, to approve the Agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF OCTOBER 17, 2023

MOTION: Marietta Luster moved, seconded by Shawna Hansen, to approve the Minutes of October 17, 2023, as published. Motion carried unanimously.

Election of Officers

Slate of Officers

NOMINATION: Shawna Hansen nominated the 2023 slate of officers to continue in 2024. All officers accepted their nominations.

Brad Wojciechowski, Executive Director, called for nominations three (3) times.

The Slate of Officers was elected by unanimous voice vote.

Election of Officers

ELECTION RESULTS	
Chairperson	Sheng Lee Yang
Vice Chairperson	Shawna Hansen
Secretary	Terrance Erickson

Appointment of Liaisons and Alternates

LIAISON APPOINTMENTS	
Credentialing Liaison(s)	Cynthia Adell (APSW), Sheng Lee Yang (LCSW) <i>Alternate: Shawna Hansen (SW)</i>
Education and Examination Liaison(s)	Sheng Lee Yang <i>Alternate: Shawna Hansen</i>
ASWB Liaison(s) <i>(Assoc. of Social Work Boards)</i>	Shawna Hansen <i>Alternate: Cynthia Adell</i>
Monitoring Liaison(s)	Cynthia Adell <i>Alternate: Marietta Luster</i>
Professional Assistance Procedure (PAP) Liaison(s)	Cynthia Adell <i>Alternate: Sheng Lee Yang</i>
Travel Authorization Liaison(s)	Sheng Lee Yang <i>Alternate: Shawna Hansen</i>
Screening Panel	Sheng Lee Yang, Shawna Hansen <i>Alternate: Terrance Erickson</i>

Delegation of Authorities**Review and Approval of 2023 Delegations**

MOTION: Sheng Lee Yang moved, seconded by Shawn Hansen, to reaffirm all delegation motions from 2023 as reflected in the agenda materials. Motion carried unanimously.

Document Signature Delegations

MOTION: Sheng Lee Yang moved, seconded by Marietta Luster, in order to carry out duties of the Section, the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving section member in that succession) has the ability to delegate signature authority for purposes of facilitating the completion of assignments during or between meetings. The members of the Section hereby delegate to the Executive Director, Board Counsel, or DPD Division Administrator, the authority to sign on behalf of a section member as necessary. Motion carried unanimously.

Monitoring Delegations

Delegation of Authorities for Monitoring

MOTION: Sheng Lee Yang moved, seconded by Marietta Luster, to adopt the “Roles and Authorities Delegated for Monitoring” document as presented in the January 24, 2024, agenda materials. Motion carried unanimously.

Delegation to Department Attorneys to Approve Duplicate Legal Issue

MOTION: Sheng Lee Yang moved, seconded by Shawna Hansen, to delegate authority to Department Attorneys to approve a legal matter in connection with a renewal application when that same/similar matter was already addressed by the Section and there are no new legal issues. Motion carried unanimously.

CLOSED SESSION

Terrance Erickson arrived at 1:45 p.m.

MOTION: Marietta Luster moved, seconded by Shawna Hansen, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85 (1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (ss. 19.85(1)(b), Stats. and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and, to confer with legal counsel (s. 19.85(1)(g), Stats.). Sheng Lee Yang, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Terrance Erickson-yes; Shawna Hansen-yes; Sheng Lee Yang-yes; and Marietta Luster-yes. Motion carried unanimously.

The Section convened into Closed Session at 1:45 p.m.

DIVISION OF LEGAL SERVICES AND COMPLIANCE MATTERS

Proposed Stipulations and Final Decision and Orders

MOTION: Sheng Lee Yang moved, seconded by Shawna Hansen, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings of the following cases:

1. 19 SOC 086 – Carlos J. Acosta, I.S.W.
2. 23 SOC 030 – Dalton C. Connor, S.W.

Motion carried unanimously.

Case Closings

MOTION: Sheng Lee Yang moved, seconded by Marietta Luster, to close the following DLSC Cases for the reasons outlined below:

1. 22 SOC 076 – J.A.O. – No Violation
2. 23 SOC 056 – K.T.H. – Prosecutorial Discretion (P2)

Motion carried unanimously.

RECONVENE TO OPEN SESSION

MOTION: Sheng Lee Yang moved, seconded by Shawna Hansen, to reconvene into Open Session. Motion carried unanimously.

The Section reconvened into Open Session at 1:50 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Shawna Hansen moved, seconded by Marietta Luster, to affirm all motions made and votes taken in closed session. Motion carried unanimously.

(Please be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)

ADJOURNMENT

MOTION: Shawna Hansen moved, seconded by Marietta Luster, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 1:52 p.m.