



## Your board in action

### *A summary of the work of ASWB's Board of Directors at its August 6, 2016, meeting in New Orleans, La.*

The ASWB Board of Directors met in person on Saturday, August 6, at the Sheraton New Orleans hotel in New Orleans, Louisiana, in conjunction with the Exam Committee meeting. Here is a recap of the activities of the board at that meeting.

Treasurer's report: Board members reviewed and accepted second quarter financial statements through June 30, 2016 and statements from ASWB's investment accounts through June 30. The treasurer reported on the Finance Committee's July 18 meeting by conference call to review the further research into topics discussed at the in-person meeting. The committee made the following recommendations after receiving the research:

- Allocation of reserves. The committee recommended that the two designated reserves, the Operating Business Expense reserves and the Exam/Legal Defense reserves, be combined as Designated Reserves, with a General Reserve Fund for operating expenses and a Designated Reserve Fund for the exam legal defense for greater flexibility and access to funds. The annual funding percentages would not change. The Board approved the recommendation

for combining the funds. The committee also recommended that the reserve goals be changed to equal a combination of 12 months' operating expenses plus \$10 million for exam legal defense. This is a change from 18 months and \$5 million, respectively. The Board approved the increase in the exam/legal defense goal but did not approve the change to the operating expense goals.

- Dues structure. Based on the history of past discussion of membership categories from 1999 and 2009 and current staff discussion of dues structure, the committee recommended that membership dues be reduced by 50 percent as of January 1, 2017, and that the Board convene a task force to develop recommendations related to the membership structure of the organization. The Board voted to approve both recommendations, with plans to convene a task force at a future date.

Review and adjustment of strategy:

Board evaluation instrument. The Board voted to adopt an annual evaluation instrument to assess progress toward Board governance goals.

ASWB department changes. The Board received a report from the CEO about staffing changes and an operational reorganization to take effect August 16, 2016, concurrent with the retirement of Director of Exam Services Pat Olinger. (See [related stories](#).)

CEO evaluation process. The Board reviewed the policy and process related to evaluation of the CEO in preparation for the CEO annual review that will be conducted at the November Board meeting prior to the Annual Meeting of the Delegate Assembly.

Emergency Communication Plan. The Board approved a new policy providing for leadership coverage and an emergency communications plan in the absence of the CEO due to any unforeseen event, including extended illness or accident, preventing the CEO from fulfilling his or her duties.

Strategic discussions. Board members participated in strategic discussions about the following subjects.

International outreach. The Board received a report from the Past President about a request from social workers in Singapore for more information about ASWB and regulation of the profession. The President reported on discussions with Singaporean social workers attending the International Federation of Social Workers conference in Seoul, South Korea, and about ASWB's attendance at the conference.

Governance structure. The Board reviewed a white paper about adding the CEO as an ex officio, nonvoting member of ASWB's Board of Directors. Following discussion, the Board determined

that further review was needed and tabled discussion until the November Board meeting.

Executive session: The Board entered executive session to discuss exam issues and ratified the decisions made in session.

Policy, public and operational:

Building project update. The Board received a report about the new headquarters building. The final contract to purchase the land is ready for signature and closing is scheduled. A groundbreaking ceremony is planned for fall, after a paved road is completed.

Exam use policy exception request. The Board approved an exception request from a member jurisdiction.

Approval of minutes: The Board approved the minutes of the April 28, 2016, Board of Directors meeting in Jersey City, New Jersey.

Confirmation of decisions made in email meetings: The Board confirmed the decisions made in email meetings conducted on June 6, July 15, and July 25, 2016.

Consent agenda: Reports approved via consent agenda included: The consent agenda from the April 28, 2016, Board meeting; leadership reports of the CEO and Board President; Executive Vice President's report, Examination Services report, and evaluations from the 2016 Education Meeting and June New Board Member Training.

Fall 2016 Delegate Assembly: The Board approved the draft agenda for the annual business meeting, which will be held in San Diego, California. The meeting will begin on Thursday, November 17, and will adjourn on Saturday, November 18. Delegates will vote on proposed

amendments to the ASWB bylaws recommended by the Bylaws and Resolutions Committee.

Board service awards: Board members selected recipients of the 2016 Sunny Andrews award and the Glenda McDonald Board Administrator award. Awards will be presented at the 2016 Annual Meeting of the Delegate Assembly.

Committee, task force, and conference reports: The following summarizes the highlights of the committee, task force, and conference reports made to the Board of Directors.

- Practice Analysis Task Force: The job survey is complete and the linking survey will be completed prior to the meeting of the task force in September to look at the preliminary blueprints.
- Nominating Committee: The committee was successful in developing the largest slate that the association has put forward with 23 candidates for 11 positions on the Board of Directors, including three candidates being nominated for one seat on the Board of Directors, and eight candidates for the Nominating Committee.
- Continuing Competence Committee: The committee will provide policy oversight for the Approved Continuing Education (ACE) program and New Jersey CE course approval processing, and will consult with staff on challenging applications and issues. The first meeting of this committee was held in June and members focused on policy and guideline clarification and development in response to the ongoing ACE charges.

- **Mobility Task Force:** The Mobility Task Force held in-person and virtual meetings in support of the Mobility initiative and made an interim report at the 2016 Association Education Meeting in Jersey City, New Jersey in May. Focus groups at the education meeting provided additional data that the task force will assess in preparation for making a report at the 2016 Annual Meeting of the Delegate Assembly.
- **Regulation and Standards Committee:** The committee completed a review of the Public Protection Database (PPD) and made a number of recommendations for increasing the visibility of the PPD with membership, including emailing a letter encouraging participation to member board administrators and chairs. The committee decided to survey Canadian members about whether a Canadian supplement to the Model Social Work Practice Act would be useful. Committee members also brainstormed about how the committee can contribute to the Mobility initiative.
- **Bylaws and Resolutions Committee:** The committee considered a number of issues related to Article VII. Board of Directors, including whether to set term limits for service on ASWB's Board of Directors; whether to expand eligibility criteria for the office of President; and whether to add clarifying wording to the terms section for the Secretary/Treasurer. The committee's recommendations will be presented to members, and delegates will vote on the proposed amendments at the annual business

meeting in November. The Board supports the recommendations of the committee.

- **Regulatory Education and Leadership (REAL) Committee report:** The REAL Committee held its second in-person meeting in July to continue planning the 2017 Education Meeting on the theme of continuing competence. The Board was asked to provide input about inviting non-regulators to attend the meeting. The Board supports the request to invite non-regulators, as has been practice at last two education meetings.
- **Conferences:** The Board received reports on ASWB's participation at the IFSW Joint World Conference on Social Work, Education, and Social Development, Seoul, Korea; the FARB Leadership Conference in Washington, D.C.; and the NASW National conference in Washington, D.C.
- **Exam Technical Report and Exam Committee awards.** The Board convened with the Examination Committee to receive the Exam Technical Report in executive session. The Board attended the awards ceremony for departing Exam Committee members and retiring item development consultant David Aiken. The ASWB President presented the service awards.

### **Recap of the Foundation Board Meeting**

Immediately following the ASWB Board of Directors meeting, the Board reconvened to hold a board meeting of the American

Foundation for Research and Consumer Education in Social Work Regulation (the Foundation). The Foundation is ASWB's 501(c)3 organization that sponsors a grant program for research on topics relevant to social work regulation, consumer protection, and related areas. The Foundation Board of Directors comprises the members of ASWB's Board of Directors.

**Approval of minutes:** The Foundation Board approved the minutes of the April 28, 2016, meeting.

**Financial report:** The Foundation Board accepted the Foundation financial report through June 30, 2016.

**Ratification of research applications:** The Foundation Board received a report from the Foundation Review Committee about funding requests received during the 2016 application cycle. Four applications were received. The Foundation Board ratified one project recommended for approval. (See related story.)

**Future of the Foundation:** The Foundation Board received a report from three Foundation Board members assigned to work with ASWB staff to generate ideas for the possible restructuring of the Foundation. The Foundation Board approved the recommendations of the report, including creating an implementation plan, budget, and strategic plan, and for the committee to continue its work.

**Reports from current grant recipients:** The Foundation Board received quarterly progress reports from two current grant recipients.