



OKLAHOMA State Board of Licensed Social Workers

OKLAHOMA STATE BOARD OF LICENSED SOCIAL WORKERS

MEETING MINUTES

May 30th, 2025

The Oklahoma State Board of Licensed Social Workers met at 10am on May 30th, 2025, at the Oklahoma Office of the Chief Medical Examiner at 921 Northeast 23rd Street, Oklahoma City, OK 73105. The meeting was held in accordance with the *Administrative Procedures Act* and *Open Meeting Act of Oklahoma*.

Members Present:

Chair Angela Dickson, LCSW
Vice Chair Clark Grothe, LCSW
Secretary Melanie McKinley, LCSW
April Courouleau, LCSW/LMSW
David Spencer, Public Member
Beverly Coon, LMSW, LCSW

Members Absent:

NASW President

Agenda Item 1: Roll Call of Board Members:

Meeting called to order at 10:17am. A quorum was met with six (6) Board members present.

Agenda Item 2: Discussion: Board Member Appointments:

Marks informed the Board of Directors that Board Members Grothe and Spencer were not re-appointed to second terms. Marks advised Andrew Monroe was appointed to replace Mr. Grothe, and Cindy Hansen was appointed to replace Mr. Spencer. Marks advised Deborah Johnson was elected NASW-OK President and will begin attending meetings in July. Marks advised Board Chair Dickson was appointed to a second term. No Action.

Agenda Item 3: Review and possible amendment and/or approval for the March 28th, 2025 meeting minutes:

Ms. Courouleau made a motion to approve the March 2025 board minutes with no amendments. Second by Mr. Grothe. Vote was unanimous in the affirmative.

Agenda Item 4: Discussion and Possible Action: Personal Appearance by Shelia Cubine requesting approval of her application for the LCSW license. The Board may also conduct an executive session pursuant to the Oklahoma Open Meeting Act, 25 O.S. § 307(B)(7), to receive information from the Respondent and Board staff for the limited purpose of discussing matters where disclosure of information would violate confidentiality requirements of state or federal law.

Ms. Cubine offered a summary overview supporting approval of her application request. After receiving clarifying responses from the applicant, Mr. Grothe made a motion to approve the application request submitted by Ms. Cubine. Seconded by Ms. Courouleau.

Vote was as follows:

Dickson – Yes

Grothe – Yes

McKinley – Yes

Courouleau – Yes

Spencer – Yes

Coon – No

Motion carried. Application approved.

Agenda Item 5(A): Discussion and possible action on the following Citizen Complaints filed against social workers:

- i. ***Complaint 2025-262, Individual proceeding - State of Oklahoma, ex rel., State Board of Licensed Social Workers vs. Jill Burcham, LCSW. The Board may conduct an executive session pursuant to Article II of the Oklahoma Administrative Procedures Act, 75 O.S. § 309(D), and the Oklahoma Open Meeting Act, 25 O.S. § 307(B)(8). The Board may also conduct an executive session pursuant to the Oklahoma Open Meeting Act, 25 O.S. § 307(B)(7), to receive information from the Respondent and Board staff for the limited purpose of discussing matters where disclosure of information would violate confidentiality requirements of state or federal law.**

No action. Agenda item tabled. Agenda item will be presented to the Board of Directors at the July 2025 board meeting.

- ii. ***Complaint 2025-259, Individual proceeding - State of Oklahoma, ex rel., State Board of Licensed Social Workers vs. Marlena Jones, LCSW. The Board may conduct an executive session pursuant to Article II of the Oklahoma Administrative Procedures Act, 75 O.S. § 309(D), and the Oklahoma Open Meeting Act, 25 O.S. § 307(B)(8);**

Board chair Dickson recused and Chair responsibilities were turned over to Vice-Chair Grothe. Mr. Kramer, legal counsel to the Board, presented complaint information and proposed consent decree to Board of Directors for consideration. After discussion and clarifying questions were answered, Ms. McKinley made a motion to accept proposed consent decree for complaint number 2025-259. Second by Ms. Coon. Vote was unanimous in the affirmative.

- iii. ***Complaint 2025-255, Individual proceeding - State of Oklahoma, ex rel., State Board of Licensed Social Workers vs. Frannie Pryor, LCSW. The Board may conduct an executive session pursuant to Article II of the Oklahoma Administrative Procedures Act, 75 O.S. § 309(D), and the Oklahoma Open Meeting Act, 25 O.S. § 307(B)(8);**

Board chair Dickson and Vice-Chair Grothe recused and Chair responsibilities were turned over to Secretary McKinley. Mr. Kramer, legal counsel to the Board, presented complaint information and proposed consent decree to Board of Directors for consideration. After discussion and clarifying questions were answered, Ms. Coon made a motion to accept proposed consent decree for complaint number 2025-255. Second by Ms. Courouleau. Vote was unanimous in the affirmative.

Board Chair Dickson and Vice-Chair Grothe returned to the meeting at 10:49am.

- iv. ***Complaint 2024-228; 2024-237, Individual proceeding - State of Oklahoma, ex rel., State Board of Licensed Social Workers vs. Jessica Fleming, LCSW. The Board may conduct an executive session pursuant to Article II of the Oklahoma Administrative Procedures Act, 75 O.S. § 309(D), and the Oklahoma Open Meeting Act, 25 O.S. § 307(B)(8). The Board may also conduct an executive session pursuant to the Oklahoma Open Meeting Act, 25 O.S. § 307(B)(7), to receive information from the Respondent and Board staff for the limited purpose of discussing matters where disclosure of information would violate confidentiality requirements of state or federal law.**

Ms. Fleming appeared before the board to address complaints 2024-228 & 2024-237. Ms. Fleming and Mr. Marks were sworn in by Mr. Kramer, Assistant to the Attorney General. Ms. Fleming verbally acknowledged her stipulation to the facts and findings of the complaint and investigation summary. A Stipulation to Facts and Violations signed by Ms. Fleming were admitted into the hearing record as Exhibit 1.

After receiving clarifying responses from Ms. Fleming, Ms. Dickson made a motion to move into Executive Session at 10:53am. Second by Mr. Grothe. Vote was unanimous in the affirmative. All persons present other than Board members left the meeting room.

The public was invited back to the meeting room, and Mr. Grothe made the motion to exit Executive Session at 11:34. Second by Ms. McKinley. Vote was unanimous in the affirmative. Mr. Kramer clarified legal questions presented by the Board of Directors.

Board in recess 10 minutes. Board reconvened at 11:50am.

Ms. Coon made the motion to move into Executive Session at 11:50am. Second by Ms. McKinley. Vote was unanimous in the affirmative. All persons present other than Board members left the meeting room.

The public was invited back into the meeting room, and Ms. Coon made the motion to exit Executive Session at 12:00pm. Second by Ms. McKinley. Vote was unanimous in the affirmative.

Mr. Spencer made the motion to revoke the license of Ms. Fleming for a period of two years. Second by Ms. Courouveau. Vote was unanimous in the affirmative.

- v. Complaint 2024-248 Complaint Committee recommends dismissal.
- vi. Complaint 2025-250; 2025-251 Complaint Committee recommends dismissal.
- vii. Complaint 2025-258 Complaint Committee recommends dismissal.
- viii. Complaint 2025-260; 2025-261 Complaint Committee recommends dismissal.
- ix. Complaint 2025-263 Complaint Committee recommends dismissal.

Mr. Grothe made the motion to accept the recommendation of the complaint committee to dismiss the complaints as set out in agenda item 7(A)(v) through 7(A)(ix) of the meeting agenda for the Board meeting held today. Second by Ms. Dickson. The vote was unanimous in the affirmative.

Agenda Item 5(B): Presentation of the Complaint Log to the Board. No Action.

Agenda Item 6: Discussion and possible action: approval of online application submissions reviewed and vetted by Board staff.

Ms. Coon made the motion to approve the applications noted on the agenda. Second by Mr. Grothe. Vote was unanimous in the affirmative.

Agenda Item 7: Discussion and Possible Action: Election of Officers for a two-year term pursuant to 59 O.S. § 1255 to begin at the conclusion of this meeting, upon majority vote, this date January 24th, 2025. Elections will be held for the positions for Vice-chair and Secretary (if necessary).

Mr. Grothe made the motion to nominate Ms. McKinley for Vice-Chair. Second by Ms. Courouveau. Vote was unanimous in the affirmative.

Mr. Grothe made the motion to nominate Ms. Courouveau for Secretary. Seconded by Ms. Coon. Vote was unanimous in the affirmative.

Appointed positions go into effect immediately at the conclusion of the meeting.

Agenda Item 8: Mr. Marks presented the Executive Director's report. The report included the following:

- I. HB 2261 Miller – Interstate Compact – Passed into Law May 8th, 2025
- II. Agency Rules – Adopted as Final May 28th, 2025.
- III. NASW President Selection – Deborah Johnson

Agenda Item 9: New business: None

Agenda Item 11: Adjournment:

Ms. Coon called for vote to end meeting at 12:30pm. Second by Ms. Courouveau. Vote was unanimous in the affirmative. Adjournment at 12:30pm.