

## SW Rules Committee – Minutes

**Date:** August 11th, 2026, at 1:00pm ET

**Location:** [Zoom](#)

**1:00pm – 1:03pm**

**Welcome & Call to Order**

**Chair**

- The Chair called the meeting to order at 1:03pm ET.
- Kaitlyn Bison (CSG), Imani Smith (CSG), and Samantha Nance (Interim Legal Counsel) were present.

**1:00pm – 1:04pm**

**Roll Call**

**CSG**

| Present     | Name                        | State/Affiliation |
|-------------|-----------------------------|-------------------|
| x           | Youa Yang                   | Minnesota         |
| x           | Angela Fileccia             | Maine             |
| x           | David Fye                   | Kansas            |
| x           | Justin Bennett, Rules Chair | Missouri          |
| Not present | Kelli Willis                | South Dakota      |
| Not present | Dr. Katie Dotie             | Louisiana         |
| Not present | Cara Sanner                 | ASWB              |

**Review and Adopt Agenda\***

**Chair**

- Youa Yang (MN) moved to adopt the agenda; Angela Fileccia (ME) seconded. Motion carried.

**1:04pm – 1:06pm**

**Review and Adopt Draft Minutes**

**Chair**

- David Fye (KS) moved to approve the minutes; Youa Yang (MN) seconded. Motion carried.

**1:06pm – 2:42pm**

**Discussion on Draft Adverse  
Action and Uniform Data Set  
Rules**

**Chair/Interim Legal  
Counsel**

- Legal Counsel presented drafted rules and comments, per previous meeting's consensus to merge the two rules.

- Angela Fileccia (ME) stated that she believes merging the two rules makes them easier to reference.
- The Chair asked about surveys regarding ITIN (individual taxpayer identification number), and language per data uploads under “Required Fields”.
  - Legal Counsel noted that the data system issues CUID, however the state will have to upload other identifiers, creating need for including other government identifiers (“SSN or other, alternate-issued government id”).
  - Kaitlyn Bison (CSG) recommends replacing CUID with SSN to reflect that the CUID would be issued after the initial upload
    - The Chair agreed. Legal Counsel noted establishing residence as part of upload. The Chair notes need to include the home state primary practice address.
  - Legal Counsel noted addresses as self-reported and not entirely enforced by state boards – matter of attestation.
- The Chair noted using self-attestation as informed consent to verify home state.
- The Chair asked about potential keys for license categories.
  - Kaitlyn Bison (CSG) noted that there isn’t a code for the categories, and are spelled out entirely per public lookup. Legal Counsel noted that even among category migrations, the state would only view the most recent data upload. Asked if multiple category holdings are possible.
  - The Chair noted that it is usually a swap. The Chair noted potential education needed for states regarding categorical licensing and requirements.
- Legal Counsel asked about potentially defining differences between inactive and encumbered licenses.
  - The Chair agreed, noting separating into their own subsections.
  - The Chair recommended adding an explanation of Adverse Action types.
    - Noted potential for a new rule on differences between adverse action and encumbrances.
- Multistate license not renewed per maintain single state license, being fielded in the data system.
  - Angela Fileccia (ME) asked about licensee data uploads (if not for multistate licenses) being a permissions decision.
  - Legal Counsel adds that the data system would support a differentiation of the licenses.
  - Angela Fileccia (ME) and The Chair note an opt-in/out feature being needed.

- David Fye (KS) noted making history of multistate licenses available.
  - The Chair recommended continuing with comments and further review during the demo at the September full commission meeting.
- Legal Counsel moved to the next section and asked if clinical supervision is indicative of the licensing category.
- The Chair noted that clinical supervision is not always contained to clinical level.
  - The Chair recommended removing subsections J-L (retain subsection I) and removing subsection M (Section 2: Licensure Data).
- The Chair recommended holding further review and moving on to Background Check Rule review.

**2:42pm – 1:50pm**

**Background Check Rule  
Language: Review State Surveys**

**Chair/Interim Legal  
Counsel**

- Legal Counsel notes this rule only outlines the timeline for implementation of the requirements for states.
  - If a state doesn't have an ORI, they should apply for it within 60 days of authorization to receive an agency identification number from the FBI.
    - If not granted, then the Executive Committee would have discretion to grant additional time to a state.
    - Then, 30 days to implement the process after ORI is received.
- Angela Fileccia (ME) asked about revision on subsection B under "Timeframe for Member States to Apply for Criminal background Check".
  - Legal Counsel made note on application and implementation of timeframe allowances.
- Angela Fileccia (ME) moved to allow non-substantive revisions, and then have the draft forwarded to the executive committee; David Fye (KS) seconded. Motion carried.

**1:50pm – 1:55pm**

**Delegate Questions and  
Comments**

**Chair**

- The Chair noted potential rescheduling the September Rules Committee meeting, planning for upcoming meetings per full commission meetings.
  - Legal Counsel reiterated option for committee members reviewing and communicating rules reviews with her before the next meeting.

**1:55pm – 2:00pm**

**Public Questions and Comments**

**Chair**

- *None provided.*



**2:00pm**

**Adjourn\***

**Chair**

- Youa Yang (MN) made a motion to adjourn; Angela Fileccia (ME) seconded.

\* Indicates agenda item requires Rules Committee vote