

KENTUCKY BOARD OF CERTIFICATION OF ALCOHOL & DRUG COUNSELORS
REGULAR BOARD MEETING MINUTES
February 7, 2014

A regular meeting of the Kentucky Board of Certification of Alcohol and Drug Counselors was conducted on Friday, February 7, 2014 at the Office of Occupations and Professions 911 Leawood Drive, Frankfort, Kentucky 40601

Members Present

Todd Trumbore, Vice Chair
Geoffrey Wilson
Ted Godlaski
Tanya Fogle

Occupations and Professions

Lindsey Lane, Board Administrator

Members Absent

Kenneth Hemphill
Patrick Whelan
Karyn Hascal

Others in Attendance

Brian Judy- Board Counsel
Mac Bell - Board Investigator

Mr. Wilson called the meeting to order at 10:08 a.m.

Minutes

Ms. Fogle made a motion to accept the January 3, 2013 minutes as revised. Mr. Godlaski seconded the motion. Motion carried.

Financial Statement

The Board reviewed their financial statement ending on January 31, 2014. Mr. Godlaski made a motion to approve the financial statement. Mr. Trumbore seconded that motion and it carried.

O&P Update

Ms. Lane informed the Board that the Governor announced his proposed biennial budget on January 21, 2014. Executive Director Slone will be sending a copy of the proposed budget to Board members very soon. Please keep in mind that this is only a proposed budget and it will not be final until it is signed into law in April.

The Office has filled the vacant Board Administrator position and starting February 16, 2014 Vickie Logan will be serving as Board Administrator for the CADC Board along with Dietitians and Nutritionists, and the Board of Interpreters. Ms. Logan was an internal candidate for the position and has worked in the Fiscal section for the last year. The office is still working to fill the Resource Management Analyst position.

The office is continuing to work with COT on the database/online license renewal project. We will keep all members aware of its progress.

Ms. Lane informed the Board that their contract for Investigative Services will expire on June 30, 2014. The Board has the option to submit a Request for Proposal since we are crossing into a biennium of fiscal years. Mr. Trumbore made a motion to issue an RFP for the services. Ms. Fogle seconded that motion and it carried.

Old Business

Ms. Lane provided a Thank You card for all members to sign that will be sent to former Chairman Terry Reams along with a plaque recognizing his service to the Board.

Mr. Godlaski presented his draft letter regarding online degree mills that have become a problem across the state. The letter explains that these are not recognized by many organizations and are not comparable to the degrees being earned by their colleagues that took several years of hard work and dedication to the field. Ms. Fogle made a motion to approve the letter with a couple minor revisions and that it be sent to all certificate holders at this time. Mr. Godlaski seconded that motion and it carried. Mr. Trumbore recommended the Board send this letter with the letter that will be going out in a couple of months regarding the Kentucky School.

Mr. Trumbore brought all members up to speed on the topic of the Strategic Planning of IC&RC at this time. There is another conference call scheduled for February 12th to go over this topic and gain some more feedback from Board members all over the country. Mr. Trumbore will continue to send information to members as it becomes available to him.

The Spring IC&RC meeting has been set for April 8-10, 2014 in San Diego, CA. The Board will need to select a delegate to represent Kentucky. Mr. Godlaski made a motion to select Mr. Trumbore as the Board's delegate. Ms. Fogle seconded that motion and it carried. Mr. Wilson informed all members that in order to go the Board would need to approve travel expenses. Mr. Godlaski made a motion that the Board agree to pay expenses for any member that would like to go or the support staff for the Board. Ms. Fogle seconded that motion and it carried. Ms. Lane will send out a meeting notice for all members and a travel voucher for their trip.

Mr. Trumbore brought up a clerical mistake that was made by Ms. Lane in regards to certificates going out to individuals that passed the written examination before paying their certification fee. Ms. Lane sent the certificates out in error but realized a day later and sent another letter requesting the fee be paid immediately or before using the credentials. Mr. Judy suggested giving a date to all that have yet to pay this fee and require it in the office before a certain date. If these individuals do not pay by the date given to them their license will be revoked. Ms. Lane will send these letters out immediately to the remaining individuals that have not sent in their fee. Mr. Godlaski made a motion to send a letter allowing these people two weeks to send in payment. Mr. Trumbore seconded that motion and it carried.

Mr. Wilson gave an update on the Boards participation with the KY School in July. Mr. Wilson spoke with Ms. Scharff and informed her of the Boards interest in offering Continuing Education over what is happening in the state with licensure, law changes, and where the Board sees themselves in the future.

New Business

The Board discussed the movement from the written examination that is offered three times a year in the office to a computer based testing system. Mr. Trumbore suggested the Board appoint a committee to oversee this project as the Administrative Regulations will also need some language revisions. Mr. Trumbore suggested members take a look at the website isoqualitytesting.com to retrieve information about computer based testing. The Board will discuss further in their March meeting.

Ms. Lane informed the Board that she had received correspondence from Jan Ulrich who serves as the state suicide prevention coordinator. Ms. Ulrich would like to speak with the Board over Senate Bill 72 which was passed in 2013 regarding suicide care clinical training for behavioral health professionals. The Board asked Ms. Lane to please invite Ms. Ulrich to speak to the Board in their March meeting.

Complaint Committee/Board Counsel Report

Complaint #1004 - Ongoing
Complaint #1208 - Ongoing
Complaint #1303 – Ongoing
Complaint #1304 – Ongoing
Complaint #1305 – Needs to Be Reviewed

Application Review

Mr. Trumbore made a motion to accept the Applications recommendation as specified below:

- Deborah Duvall – Approved
- David Gearheart – Deferred
- Stephanie Rice – Deferred
- Michael Gannon – Approved
- Thomas Terwilliger – Deferred
- Carrie Koontz – Approved
- Sheila Smith - Deferred

Ms. Fogle seconded the motion. Motion carried.

Reciprocity Review

Mr. Godlaski made a motion to accept the Application recommendation as specified below:

- Jamie Foley – Deferred
- Angela McAllister – Approved
- William Peck – Deferred
- Curtis Shaw - Deferred

Mr. Trumbore seconded that motion. Motion carried.

Audit Review

There were no audits to review in February.

Continuing Education Application Review

Mr. Godlaski made a motion to accept the Applications for Continuing Education as specified below:

- Transitions, Inc. – Approved for 3.0 hours
- Interactive CE Training – Approved for 3.0 hours
- The Ridge Behavioral Health System – Approved for 3.0 hours
- Seven Counties Services, Inc. – Approved for 3.0 hours
- Seven Counties Services, Inc. – Approved for 12.0 hours
- Cumberland River Comp Care – Approved for 6.0 hours
- Center for Reality Therapy – Approved for 20.0 hours
- Center for Reality Therapy – Approved for 20.0 hours
- River Valley Behavioral Health – Approved for 5.0 hours
- River Valley Behavioral Health – Approved for 3.0 hours

Ms. Fogle seconded that motion. Motion carried. Mr. Wilson abstained from the approval vote for The Ridge Behavioral Health Systems.

Reinstatement Application Review

None to review in February meeting.

Travel

Mr. Trumbore made a motion to approve payment of travel and per diem expenses for eligible members.

Ms. Fogle seconded the motion. Motion carried.

Next Meeting

Complaint Committee – March 6, 2014 @ 9:30 a.m.

Regular Board Meeting – March 6, 2014 @ 10:00 a.m.

The March meeting has been rescheduled due to the CADC written exam being administered on March 7, 2014. Since the date has been changed the meeting will be recognized as a Special Meeting set for March 6, 2014.

Mr. Trumbore made a motion to adjourn. Mr. Godlaski seconded the motion. Motion carried.

The meeting adjourned at 11:57 a.m.

Kentucky Board of Certification of Alcohol and Drug Counselors

Geoff Wilson, Chairman

Minutes prepared by Lindsey Lane, Board Administrator