A regular meeting of the Kentucky Board of Alcohol and Drug Counselors was conducted on Friday, August 4, 2017 at 10:00 a.m. the Department of Professional Licensing, 911 Leawood Drive, Frankfort, Kentucky 40601

Members Present
Geoff Wilson, Chair
Timothy Cesario, Vice Chair
Sandra Kelley
Theodore Godlaski
Bernard Perconti

Members Absent
Karyn Hascal

Department of Professional Licensing
Kelly Walls, Board Administrator
Courtney Cook, Operations Section

Others in Attendance
Brian Judy – Board Counsel
Barry Dunn – Public Protection Cabinet
Quincy Ward – Public Protection Cabinet
Jane Oliver – Division of Behavioral Health

Call to Order
Mr. Wilson called the meeting to order at 10:00 a.m.

Minutes
Mr. Godlaski made a motion to accept the July 26th, 2017 special meeting minutes and the July 7th, 2017 regular meeting minutes as presented. Ms. Kelley seconded and the motion was carried.

Financial Statement
- The 2016/2017 Fiscal Year End and July 2017 financial reports were reviewed. Mr. Wilson inquired with the Department on how the budget is planned for the next fiscal year. For the September 1st meeting, the fiscal department has asked the Board to provide any foreseeable expenditures for FY 2019/2020. They will also run reports for the last 2 years on what has been spent. An example would be the supervisory trainings that the Board provides. Once the budgets are compiled with this information they are submitted to the Office of State Budget Director for review. Then they are submitted to the Legislature for review, changes, and approvals before the Governor receives it for final approval.

Department of Professional Licensing (D.P.L.)
- The department continues to explore future technologies to meet the needs of Kentucky’s licensees. The future method of contact is mobile devices and our system is already beginning to program and accept multiple platforms. An important aspect of licensing is applicant and supervisor signatures. An article was presented as an example of available options, although no commitments have been made by D.P.L. at this time.

Old Business
- Mr. Wilson is the presenter for the next “Initial Training in Supervisory Practices for Board-approved Supervisors” on August 17th, 2017 in Lexington, KY at the Clarion North Hotel. There are over 60 attendees registered to attend the training. Ms. Walls will send Mr. Wilson necessary materials for the training and Mr. Godlaski will send Mr. Wilson the most recent power point presentation.
  - The Board discussed specific items to be addressed at the next training such as: the importance of creating an online eServices account, what is required for annual supervision reports, the role of an alcohol and drug peer support specialist, “right and wrong” ways to complete the forms, and new regulation updates.

- Kentucky School of Alcohol and Other Drug Studies Recap: Mr. Godlaski made a motion for the power point presentation presented by Medicaid to be posted on the Board’s website. Mr. Kelley seconded the motion and it was carried.
New Business
- The Board discussed the Boards & Commissions application process and the communication that was sent out regarding open board member positions. Mr. Dunn explained the process and assured the Board that KAAP is indeed involved, as mandated by statute, in sending recommendations to the Governor’s office for new board member appointments. Mr. Dunn will look into amending the communication (e-mail) to include information about KAAP’s involvement with the process and that anyone who is interested in serving on the Board should contact Boards & Commissions or KAAP directly, and not to contact Board Members.

- The Board reviewed and discussed the Out of State Travel Approval Administrative Order from the Public Protection Cabinet.

- Mr. Godlaski made a motion for Ms. Kelley to represent the Kentucky Board as the single voting delegate for the IC&RC Fall Conference in Omaha, Nebraska. Travel and eligible expenses shall be paid for Ms. Kelley to attend the conference from October 16-18, 2017. Mr. Cesario seconded the motion. Motion carried unanimously. Ms. Kelley will be sending her out-of-state travel request and justification as soon as possible so there is adequate time for the appropriate approvals.

- Ms. Kelley suggested that the Board could possibly host a future IC&RC annual conference here in Kentucky. It has never been hosted in this state before.

- Ms. Walls presented a summary of information from the most recent IC&RC Administrators’ Phone Conference.
  - IC&RC now has a peer recovery “forum” for all IC&RC member boards to share information about their peer recovery credential such as helpful resources, trainings, issues, and topical discussions as this is a new credential for many jurisdictions. For example, some jurisdictions require finger printing and FBI background checks. Some jurisdictions are also looking into legally defining what “substance abuse recovery” is in their laws and regulations.
  - IC&RC has a new policy on candidates with accommodations who are no-shows. Effective October 1, 2017, if an accommodations candidate does not show to take an exam as scheduled – and cannot provide documentation to excuse the missed exam (death in the immediate family, illness, deployment, jury duty), they will be required to reimburse the Board for any accommodations fees paid on their behalf as well as paying for the exam again. There was also a discussion around how each jurisdiction tracks and implements remediation plans for those that fail the exam more than once.
  - IC&RC is happy to announce that the practice exams are now available for the Advanced Alcohol & Drug Counselor exam (the examination for the LCADCA or the LCADC). Practice exams are $49.00 and are available at IC&RC’s website at http://internationalcredentialing.org/examprep

- The Board discussed questions received via e-mail. Ms. Walls to respond to the inquiries as directed by the Board.
  - Ms. Kelly made a motion for a letter to be sent to Union College and delegated to Mr. Wilson, to address concerns that their chemical dependency certification program may not provide prospective applicants with complete information about what is required for certification or licensure under the new laws. Mr. Godlaski seconded the motion and it was carried.
  - The Board received an inquiry related to out of state applicants wishing to become board-approved supervisors once they are certified in Kentucky instead of waiting the two years. The Board will review these applicants on a case by case basis as the two years is not defined in the regulation to mean two years’ experience “in Kentucky.”

- The Board reviewed the updated application checklists/informational pages that are included with the application packets. The Board agrees with the updated information, and Mr. Cesario suggested this is great information that all supervisors should be familiar with. Ms. Walls will have the updated information posted on the website under “Resources” and “Applications & Forms”

- The Board reviewed the licensure status report.

Board Counsel Report
- Mr. Judy gave an update on the recently filed regulation 201 KAR 35:080 Voluntary inactive and retired status. The Board discussed suggested amendment from Children’s Alliance as well as suggested amendments from LRC. Ms. Kelley made a motion to approve the current suggested amendments and to delegate authority to Chairman Wilson for any updated and final LRC suggested amendments. Mr. Cesario seconded the motion and it was carried.
**Complaint Committee**

- **Complaint #1503** – The Complaints Committee made a motion recommending the issuance of a private admonishment. Ms. Kelley seconded the motion and it was carried.

- **Complaint #1504** – Ongoing

- **Complaint #1601** – The Complaints Committee made a motion recommending to impose discipline terms. Ms. Kelley seconded the motion and it was carried.

- **Complaint #1603** – Waiting on receipt of signed settlement offer.

- **Complaint #1605B** – The Complaints Committee made a motion recommending to impose discipline terms. Ms. Kelley seconded the motion and it was carried.

- **Complaint #1704A/B** – The Complaints Committee made a motion recommending revocation. Mr. Perconti seconded the motion and it was carried.

- **Complaint #1706** – Ongoing

- **Complaint #1707** - The Complaints Committee made a motion recommending investigative services. Mr. Cesario seconded the motion and it was carried.

- **Complaint #1708** - The Complaints Committee made a motion recommending to dismiss, but only because the complaint falls outside of the purview of this board. Entire complaint file will instead be forwarded directly to the Social Work Board. Ms. Kelley seconded the motion and it was carried.

- **Complaint #1709B** - The Complaints Committee made a motion recommending investigative services. Mr. Cesario seconded the motion and it was carried.

**Temporary CADC Application Review**

Ms. Kelley made a motion to accept the application recommendations as specified, so long as the supervisor of record does not have more than 12 supervisees of record:

- Terry Hurst – Defer
- Geneva Mabry – Defer
- Stephanie Shepherd - Defer
- Jimmy Ausbrooks
- Tabitha Baxter
- Erin Bumpous
- Emilee Cline
- Toni Cooper
- Ronald Davis
- Terri Dotson
- Joy Fullam
- Whitney Hall
- Gail Hanna
- Jared Hill
- Michael Hiser
- Brenda Huckaby
- Dawn Jones-Wilson
- Kimberly Kelly
- Jason Koerner
- James Pinion
- Pamela Quarles

Approve
Mr. Cesario seconded the motion to accept these recommendations. Motion carried.

**Request to Change Supervisor of Record Review**

Mr. Godlaski made a motion to accept the recommendations as specified below, so long as the supervisor of record does not have more than 12 supervisees of record:
- Brent Baker – Approve
- Mark Deaton – Approve
- Mildred Grogan- Approve
- Ashely Groger- Approve
- Katherine Jones- Approve
- Shannon Laurance- Approve
- Mary Ritchey- Approve
- Deborah Wilson- Approve
- Brette Wimpee- Approve
- Andrea Simpson- Approve
- Erica Smiley- Approve

Ms. Kelley seconded the motion. Mr. Cesario abstained from the vote. Motion carried.

**CADC Application Review**

Ms. Kelley made a motion to accept the applications recommendations as specified below:
- Pamela Easterling - Approve
- Gary Holbrook - Approve

Mr. Perconti seconded the motion. Motion carried.

**CADC IC&RC Reciprocity Application Review**

Ms. Kelley made a motion to accept the applications recommendations as specified below:
- Dana Sheeley-Brumm- Approve for CADC, Approve also for LCADC exam
- Kathy Goins-Woodring- Approve

Mr. Perconti seconded the motion. Motion carried.

**LCADC Reciprocity thru New Statute Application Review**

Ms. Kelley made a motion to accept the applications recommendations as specified below:
- Seneca Russell-Rodriguez- Defer

Mr. Perconti seconded the motion. Motion carried.

**LCADC Application Review**

Ms. Kelley made a motion to accept the applications recommendations as specified below:
- Anna Peck- Approve
- Nicole Young - Defer

Mr. Cesario seconded the motion. Motion carried.

**LCADCA Application Review**

Ms. Kelley made a motion to accept the applications recommendations as specified below:
- Samantha Fox - Approve

Mr. Perconti seconded the motion. Motion carried.

**Supervision Annual Reports Review**

Ms. Kelley made a motion to accept all recommendations made during online review. Mr. Perconti seconded the motion. Motion carried.
Temporary Registered Alcohol and Drug Peer Support Specialist Application Review
Ms. Kelley made a motion to accept the application recommendations as specified:
- Marcia Morgan – Approve
Mr. Cesario seconded the motion to accept these recommendations. Motion carried.

Registered Alcohol and Drug Peer Support Specialist Application Review
Mr. Perconti made a motion to accept the application recommendations as specified below:
- Latasha Byrd – Defe
- Roger Fox - Approve
Mr. Cesario seconded the motion. Motion carried.

Request to Provide Supervision Application Review
Ms. Kelley made a motion to accept the application recommendations as specified:
- Lori Brinkman - Approve
- Angela Feese - Approve
- Roberta Sewell - Approve
Mr. Perconti seconded the motion to accept these recommendations. Motion carried.

Continuing Education Application Review
Mr. Cesario made a motion to accept the application recommendations for Continuing Education as specified below:

<table>
<thead>
<tr>
<th>Individual/Provider Requesting Approval</th>
<th>Program Title</th>
<th>NUMBER OF HOURS</th>
<th>Course Date</th>
<th>Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heisel &amp; Associates</td>
<td>Suicide Assessment, Treatment, and Management: 24 Core Competencies</td>
<td>6.0</td>
<td>Home study/an anytime</td>
<td>X</td>
</tr>
<tr>
<td>The Ridge Behavioral Health System</td>
<td>Conference on Behavioral Health Parity: What Is It and How Can We Make It Work?</td>
<td>6.0</td>
<td>8/18/17</td>
<td>X</td>
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<tr>
<td>The Ridge Behavioral Health System</td>
<td>Kentucky and the Opiate Epidemic</td>
<td>6.0</td>
<td>8/11/17</td>
<td>X</td>
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<tr>
<td>Bluegrass.org</td>
<td>2017 Fall offerings sponsorship</td>
<td>Several</td>
<td>Several</td>
<td>X</td>
</tr>
</tbody>
</table>

Ms. Kelley seconded the motion. Motion carried.

Travel
Mr. Godlaski made a motion to approve payment of travel expenses for eligible members. Ms. Kelley seconded the motion. Motion carried unanimously.

Next Meeting
September 1, 2017 at 10:00 a.m. Department of Professional Licensing, Frankfort, KY.

Adjourn
Mr. Godlaski made a motion to adjourn. Mr. Cesario seconded. Motion carried unanimously.

Kentucky Board of Alcohol and Drug Counselors - Geoff Wilson, Board Chair
Minutes prepared by Kelly Walls, Board Administrator