

KENTUCKY BOARD OF CERTIFICATION OF ALCOHOL & DRUG COUNSELORS
REGULAR BOARD MEETING MINUTES
May 4, 2012

A regular meeting of the Kentucky Board of Certification of Alcohol and Drug Counselors was conducted on Friday, May 4, 2012 at the Office of Occupations & Professions, 911 Leawood Drive, Frankfort, Kentucky 40601

Members Present

Terry Reams, Chairman
Kenneth Hemphill
Geoffrey Wilson
Patrick Whelan
Ted Godlaski

Occupations and Professions

Karen Lockett, Board Administrator
Courtney Bourne, Executive Director
Debra Day, Administrative Section Supervisor
Susan Ellis, Fiscal & IT Operations Supervisor
Janet Cox, Fiscal

Members Absent

Tayna Fogle
Todd F. Trumbore, Vice Chairman

Others in Attendance

Angela Evans- Board Counsel
Mac Bell - Board Investigator
Jane Oliver - Behavioral Health Services

Mr. Reams, Chair called the meeting to order at 10:05 a.m.

Election of Officers

Tabled to the next meeting

Minutes

Mr. Whelan made a motion to accept the April 6, 2012 minutes. Mr. Hemphill seconded the motion. Motion carried.

Financial Statement

Mr. Godlaski a motion to accept the financial statements as submitted. Mr. Hemphill seconded the motion. Motion carried.

O&P Update

Ms. Bourne, Executive Director discussed the Alcohol and Drug Counselors Administrative Fees. Ms. Bourne informed the board that the Office of Occupations and Professions operating budget includes staff salaries, lease, utilities, office supplies, equipment and maintenance, computer services, telephone services, janitorial services, etc. Ms. Bourne stated that the administrative fee assessed to Alcohol and Drug Counselors of \$45,500 is 3.55% of the operating budget.

The Board reviewed and discussed the FY 2013 administrative fees. Mr. Whelan made a motion to accept the FY 2013 Memorandum of Agreement. Mr. Godlaski seconded the motion. Motion carried.

Old Business

New Business

The Board reviewed the IC&RC exam invoice dated 4/1/2012. No actions were taken.

The Board reviewed and discussed a letter from Ms. Ann V. Stanton, Ph.D from Union Institute & University. Ms. Stanton informed the board that Dean Dan Lerner passed along the response from the board regarding the curriculum of the 30-credit specialization in Substance Abuse Counseling from the Bachelor of Arts program of Union Institute & University.

Mr. Godlaski made a motion to accept the 30-credit specialization in Substance Abuse Counseling from the of Arts program of Union Institute & University. Mr. Hemphill seconded the motion. Motion carried.

Mr. Mike Townsend, President of KAAP will be giving a presentation at the Kentucky School CADC luncheon on July 18, 2012.

The Board discussed forming a committee to review the existing regulations. No actions were taken.

The Board discussed the contract for Mr. Mac Bell, ADC Investigator. Mr. Reams informed the board that further discussion will be needed at the upcoming meeting on June 1, 2012 regarding Mr. Bells, ADC Investigator contract. Mr. Whelan made a motion to discuss Mr. Bells contract at the June 1, 2012 board meeting. Mr. Godlaski seconded the motion. Motion carried.

Mr. Reams asked O&P to have computer access in the conference rooms for board business. Mr. Wilson made a motion for O&P to provide computer access in the conference room for board business. Mr. Hemphill seconded the motion. Motion carried.

Complaint Committee

Complaint #0901 - Ongoing

Complaint #1004 - Ongoing

Complaint#1201 - Ongoing

Complaint#1202 - Ongoing

Mr. Godlaski made a motion for Board Counsel to send a follow up letter to Mrs. Vikki Woodward-Bonyata and a letter to Mr. Kenneth Bentley. Mr. Whelan seconded the motion. Motion carried.

Mr. Godlaski made a motion for Mr. Bell, ADC Investigator to investigate Complaint #1201. Mr. Whelan seconded the motion. Motion carried.

Mr. Godlaski made a motion to send Complaint #1202 a *Admonishment* letter. Mr. Whelan seconded the motion. Motion carried.

Board Counsel Report

No report

Reciprocity Application Approval

The Board reviewed Mr. Shauntee reciprocity application for approval. Mr. Godlaski made a motion to approve Mr. Shauntee reciprocity application. Mr. Whelan seconded the motion. Motion carried.

Mr. Wilson made a motion to contact the Mr. Craig Andler, Executive Director of the Indiana Counselors Association on Alcohol and Drug Abuse regarding the previous employment for Mr. Scott Shauntee when Mr. Shauntee first applied for licensure. Mr. Whelan seconded the motion. Motion carried.

Application Review

Mr. Whelan made a motion to accept the recommendations on all applications.

- Tiffany Box - Deferred
- Gladys Cornett - Approved
- Iris Hausley - Deferred
- Heather Jones - Deferred
- Dawn Lang - Approved
- Tamera Masters - Deferred
- Deanna Nanny - Approved
- Diane Neal - Deferred
- Amanda Smith - Deferred
- Tanner Steelman - Deferred
- Myra Woodard - Approved

Mr. Godlaski seconded the motion. Motion carried.

Audit Review

Mr. Hemphill made a motion to accept the Audit application as specified below.

- Dominick Capobianco - Approved

Mr. Whelan seconded the motion. Motion carried.

Continuing Education

Mr. Whelan made a motion to accept the continuing education applications as specified below.

- RiverValley Behavioral Health – Co-Occurring Disorders – Approved for 4.0 hours
- Sex Offender Risk Assessment Advisory Board – The 15th Annual Training for Sex Offender Evaluation & Treatment - Approved for 12.5 hours
- The Ridge Behavioral Health – Prescription Drug abuse w/the adult population & why youth like drugs so much – Approved for 6.0 hours

Mr. Godlaski seconded the motion. Motion carried.

Travel

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

Mr. Hemphill seconded the motion. Motion carried.

Next Meeting

Regular Board Meeting – June 1, 2012 @ 10:00 a.m.

ADJOURNMENT - 11:55 a.m.