

**KENTUCKY BOARD OF ALCOHOL & DRUG COUNSELORS**  
**SPECIAL BOARD MEETING MINUTES**  
**October 1, 2021**

A special meeting of the Kentucky Board of Alcohol and Drug Counselors was conducted on Friday, October 1, 2021 at 10:00 A.M. online via Zoom video communication platform and in-person via 500 Mero St, Frankfort, KY 40601 PPC Conference Room 127CW.

**MEMBERS PRESENT**

Tim Cesario, Chair  
Kristi Elrod, Vice-Chair  
Leon Heaton  
Karyn Hascal

**DEPARTMENT OF PROFESSIONAL LICENSING**

Kevin R. Winstead, Commissioner  
Jamar Carter, Boards & Commissions S&P  
Tasha Stewart, Boards & Commissions S&P

**MEMBERS ABSENT**

David Gearheart  
Bruce Dudley  
Stephanie Raglin

**OTHERS IN ATTENDANCE**

August Pozgay, Executive Advisor  
John Ferguson, Public Member

**CALL TO ORDER**

Board Chair Tim Cesario called the meeting to order at 10:04 A.M.

**MINUTES**

Karyn Hascal made a motion to approve the September 10, 2021 meeting minutes. Leon Heaton seconded the motion, and the motion carried unanimously.

**DEPARTMENT OF PROFESSIONAL LICENSING REPORT**

Commissioner Winstead gave the following updates for the DPL report:

- Introduced the Boards & Commissions Support Specialist, Jamar Carter & Legal Counsel August Pozgay to the board. Both provided a brief introduction of themselves and their roles within the ADC board & DPL.
- Reiterated State of Emergency Planning & SB150 extension until 1/15/2022
- Hybrid Meetings via Zoom with the option to attend in-person, anyone attending in-person must wear a face covering while in our building.
- Mr. Winstead recapped internal changes with the DPL staff as we are still currently working 2-3 days a week in the office and remotely but we can still be reached in the same manner via board email or by phone.

**OLD BUSINESS**

The board reviewed all eligible KAAP nominations for counselor of the year to be presented during the November 10, 2021 meeting with a recommendation for Dolori Trout.

Leon Heaton made a motion to accept the nomination, Kristi Elrod second the nomination and the motion carried unanimously.

The board re-reviewed the Kentucky Revised Statutes as well as forms within the ADC field with proposed changes and updates. The board discussed the idea of an “ADC REG Sub-Committee to assist in the REG cleanup. The committee will consist of Kristi Elrod & Stephanie Raglin. A motion was made by Kirsti Elrod to accept the sub-committee nominations, Karyn Hascal second the motion and the motion carried unanimously

The board discussed reciprocity compliance from other states as well as the acceptance of out of state supervision. Leon Heaton made a motion to table the discussion for further compliance research, Tim Cesario second the motion and the motion carried unanimously.

**NEW BUSINESS**

The board reviewed the material detailing the services offered by CE Broker with no action taken at this time. Commissioner Winstead will discuss similar features with monitoring CEU’s. provided by the Commonwealth of Kentucky IT team and detail the board next meeting.

The board reviewed all meeting dates for 2022 with changes to the proposed dates for May. A motion was made by Kristi Elrod to accept the proposed 2022 meeting dates, Leon Heaton second the motion and the motion carried unanimously.

**2022 Meeting Dates**

Friday, January 7, 2022	Friday, July 8, 2022
Friday, February 4, 2022	Friday, August 5, 2022
Friday, March 4, 2022	Friday September 9, 2022
Friday, April 1, 2022	Friday October 7, 2022
Friday, May 13, 2022	Friday, November 4, 2022
Friday, June 3, 2022	Friday December 2, 2022

**COMPLAINTS COMMITTEE**

- 2020-ADC-004. Tim Cesario recused. Committee defers consideration until next committee meeting.
- 2020-ADC-009. Committee recommends vote to proceed with complaint on grounds relating to unethical actions at licensee’s workplace.
- 2020-ADC-011. Committee recommends sending investigator’s written questions to licensee with additional questions from the committee.
- 2021-ADC-001. Failure to respond to complaint. Committee recommends vote to revoke.
- 2021-ADC-003. Failure to respond to complaint. Committee recommends vote to revoke temporary license.
- 2021-ADC-004. Failure to respond to complaint. Committee recommends vote to revoke temporary license.
- 2021-ADC-005. Tim Cesario recused. Committee defers consideration until next committee meeting.
- 2021-ADC-007. Tim Cesario recused. Committee defers consideration until next committee meeting.
- 2021-ADC-008. No action needed. Committee defers consideration until next committee meeting.
- 2021-ADC-009. Committee recommends Board Counsel continue investigation for appropriate referral source.
- 2021-ADC-010. Committee defers consideration until next committee meeting.
- 2021-ADC-011. No action needed, waiting on reply.
- 2021-ADC-012. Committee recommends dismissal with a dismissal letter with similar terms to the LPC’s dismissal letter.
- 2021-ADC-013. Tim Cesario recused. No action needed.
- 2021-ADC-014. Tim Cesario recused. Committee defers consideration until next committee meeting.
- 2021-ADC-00015. Committee recommends initiating a board complaint and sending the complaint for a response.

**LUNCH RECESS:**

A motion was made by Karyn Hascal to recess for lunch from 12:00pm-1:00pm, Tim Cesario second the motion and the motion carried unanimously.

**Next Meeting:**

Friday, November 5, 2021 @ 10:00am

**ADJORN:**

Due to absent of members post recess, meeting quorum was not met. The board chair enacted a processual adjournment at 1:49pm. A motion was made by Leon Heaton to accept the processual adjournment, Kristi Elrod second the motion and the motion carried unanimously.

**Kentucky Board of Alcohol and Drug Counselors – Tim Cesario, Board Chair**  
Minutes prepared by Jamar Carter, Boards and Commissions Support Specialist