

KENTUCKY BOARD OF ALCOHOL & DRUG COUNSELORS  
REGULAR BOARD MEETING MINUTES – February 13, 2025

A special meeting of the Kentucky Board of Alcohol and Drug Counselors was conducted on Thursday, April 24, 2025, at 10:00 a.m. online via TEAMS video communication platform and at 500 Mero Street, Frankfort, Kentucky.

MEMBERS PRESENT

Karyn Hascal, Chair  
Dr. Stephanie Raglin, Vice Chair  
Leon Heaton  
Danielle Matlock  
David Gearheart  
Robert Durham

DEPARTMENT OF PROFESSIONAL LICENSING

Kristen Lawson, Commissioner  
April Alsabrook, Section Supervisor  
Lisa Traylor, Board Administrator  
Niki Sharp, Board Administrator  
Daniel Leffel, Board Attorney  
Courtney Cook, Finance Supervisor  
Chasity Wray, Finance

OTHERS IN ATTENDANCE

Phyllis Millspaugh

MEMBERS NOT PRESENT

**Call to Order**

- Chair Karyn Hascal called the meeting to order at 10:00am.

**Old Business**

- Motion made by Mr. Durham to accept the CHFS 30-hour training course for peer support supervisor. Second by Mr. Gearheart, and the motion passed unanimously.
- Mrs. Hascal stated that the Board needed educate the public about the changes and deadlines, and eventually post links to applications.
- Mrs. Millspaugh said there is a ballpark of 10,000 possible applicants/peer support. Mrs. Hascal mentioned last meeting's discussion of additional staff and more board members. Commissioner Lawson said the appointing office is waiting on more applications to move forward.
- Mrs. Hascal suggested a training session for new Board Members, to get them up to speed with all the changes coming. A mentoring process would benefit all. Update the current cheat sheets, as they are old and need to be tweaked.
- Mrs. Millspaugh asked to clarify what training the board was approving, and to say their current requirements are 30 initial hours, with 10 hours annually. The new rubric (for Jan 26) will have more hours and is more in line with our current requirements. Daniel to research wording and time frames for next meeting.
- Dr. Raglin wants us to think about the deadline, reminding the board it could be a 2–3-month process for applicants due to the system, issues with paperwork, and applicant's legal histories.

**Next Meeting** – May 9, 2025

**Adjourn**

- Mr. Gearheart motioned to adjourn at 11:05, Mr. Durham seconded, and the motion passed unanimously.

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