

KENTUCKY BOARD OF ALCOHOL & DRUG COUNSELORS
REGULAR BOARD MEETING MINUTES – January 3, 2025

A regular meeting of the Kentucky Board of Alcohol and Drug Counselors was conducted on Friday, January 3, 2025, at 10:00 a.m. online via Zoom video communication platform and at 500 Mero Street, Frankfort, Kentucky.

MEMBERS PRESENT

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

DEPARTMENT OF PROFESSIONAL LICENSING

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

OTHERS IN ATTENDANCE

Joshua Tucker
Kelly Dawes
Steven Howell
Teresa Brandon
Jody Walker
Michael Combs

MEMBERS NOT PRESENT

Robert Durham

CALL TO ORDER

- Mrs. Hascal called the meeting to order at 10:01 a.m.

MINUTES

- Mrs. Matlock made a motion to approve December 6, 2024, regular board meeting minutes. Motion was seconded by Mr. Heaton, and the motion carried unanimously.

DPL REPORT

- No report.

OLD BUSINESS

- Mrs. Hascal informed the board that the Regulation Committee and Legal Staff will be meeting with CHFS for discuss HB505.

NEW BUSINESS

- Dr. Raglin made a motion to allow Mrs. Hascal and Mrs. Matlock to work on a draft survey to be given to participants after the Clinical Supervision Training. Motion was seconded by Mr. Heaton, and the motion carried unanimously.
- Mrs. Matlock made a motion to authorize counsel to draft Regulation to state 15 hours must be live or synchronous with a cap at 10 hours per day. Motion was seconded by Mr. Heaton, and the motion carried unanimously.

LEGAL COUNSEL REPORT

- Dr. Raglin made a motion to appoint Mrs. Matlock to the complaints committee while another board member is temporarily out. Motion was seconded by Mr. Heaton, and the motion carried unanimously.

APPLICATION REVIEW

- Mr. Heaton made a motion for closed session pursuant to KRS 61.810(1)(j)(k) for application review. Motion was seconded by Mrs. Matlock, and the motion carried unanimously. The Board entered closed session at 10:56 a.m.
- Mrs. Matlock made a motion to enter open session at 12:24 a.m. Motion was seconded by Mr. Heaton, and the motion carried unanimously.
- Mrs. Matlock made a motion to approve the credentialing applications that were submitted via mail. Motion was seconded by Mr. Heaton, and the motion carried unanimously.

- Mr. Heaton made a motion to approve the credentialing applications submitted via eService's as reviewed. Motion was seconded by Dr. Raglin, and the motion carried unanimously.

REVIEW COMMITTEE

- The review committee made a motion to accept the review committee's recommendations. Motion was seconded by Mrs. Matlock, and the motion carried unanimously.

COMPLAINTS COMMITTEE

- The Complaints committee did not meet.

TRAVEL AND LODGING

- Mrs. Matlock made a motion to accept travel, Per Diem, and lodging for the January 3, 2025, meeting. Motion was seconded by Mr. Durham, and the motion carried unanimously.
- Dr. Raglin made a motion to accept per diem for Mr. Heaton for the Clinical supervision training on 12/13/2024. Motion was seconded by Mrs. Matlock, and the motion carried unanimously.
- Mr. Heaton made a motion to accept per diem for Dr. Raglin for 10/31/2024 and 12/5/2024 for working on board meeting applications. Motion was seconded by Mrs. Matlock, and the motion carried unanimously.

NEXT MEETING

- Regular meeting, Friday, February 7, 2025 @ 10:00 a.m.

ADJOURN

- Mr. Heaton made a motion to adjourn at 12:27 a.m. Motion was seconded by Mrs. Matlock, and the motion carried unanimously.

