

KENTUCKY BOARD OF ALCOHOL & DRUG COUNSELORS
REGULAR BOARD MEETING MINUTES – January 6, 2023

A regular meeting of the Kentucky Board of Alcohol and Drug Counselors was conducted on Friday, January 6, 2023, at 10:00 a.m. online via Zoom video communication platform and at 500 Mero Street, Frankfort, Kentucky.

MEMBERS PRESENT

Tim Cesario, Chair
David Gearheart
Bruce Dudley
Robert Durham
Karyn Hascal
Robert Durham

DEPARTMENT OF PROFESSIONAL LICENSING

Kristin Lawson, Commissioner
Tasha Stewart, Section Supervisor
Miranda Guarnieri, Board Administrator
Daniel Leffel, Board Attorney
Lisa Traylor, Board Administrator
Vickie Logan, Financial

OTHERS IN ATTENDANCE

Mark Attanasi
Miranda Patrick

MEMBERS NOT PRESENT

Stephanie Raglin
Leon Heaton

CALL TO ORDER

Mr. Cesario called the meeting to order at 10:03 a.m.

MINUTES

Mr. Dudley made a motion to approve November 28, 2022 Special Board meeting minutes and the December 2, 2022 regular Board meeting minutes. Ms. Hascal seconded and the motion carried unanimously.

Mark Attanasi spoke to the Board about the billing process for IC&RC. They have a customer portal that now handles invoicing for the Board. We can now sign in a view invoices, pay and print from the new portal. This is integrated with QuickBooks and will be up and running in two weeks.

DPL REPORT

Commissioner Lawson asks the Board how the new use of teams is going. The Board and the Board administrator speak highly of the change.

FINANCIAL REPORT

The Board reviewed the November financial report.

OLD BUSINESS

There was no old business.

NEW BUSINESS

- A motion was made by Ms. Hascal to schedule yearly supervision training courses and for the courses to be on the ADC website. Mr. Gearheart seconded the motion and the motion carried unanimously. The dates for the supervision training are March 10, 2023, in Bowling Green, July in Louisville and October in Lexington.
- Ms. Hascal made a motion to send the supervision training schedule to CADC, LADC and LCADC credential holders via email. Mr. Durham seconded the motion and the motion carried unanimously.

REGULATIONS COMMITTEE

There are no updates.

REVIEW COMMITTEE

A motion was made by Ms. Hascal to approve the review committees' recommendations. Mr. Dudley seconded the motion and the motion carried unanimously.

COMPLAINTS

The Complaints Committee did not meet today.

LEGAL COUNSEL REPORT

Mr. Leffel does not have anything to report aside from Happy New Year!

- Ms. Hascal made a motion for closed session pursuant to KRS 61.810(1)(j)(k) for application review. Motion seconded by Mr. Dudley and the motion carried unanimously. The Board entered closed session at 10:41 a.m.
- Mr. Gearheart made a motion to enter open session. Ms. Hascal seconded, and the motion carried unanimously.

APPLICATION REVIEW

- Ms. Hascal made a motion to approve the paper applications. Mr. Gearheart seconded the motion and the motion carried unanimously.
- Mr. Gearheart made a motion to approve the online submission. Ms. Hascal seconded the motion and the motion carried unanimously.

TRAVEL

Ms. Hascal made a motion to accept travel for the Board administrator and Mr. Gearheart seconded the motion. The motion carried unanimously.

Ms. Hascal made a motion to accept travel for the Board and Mr. Gearheart seconded the motion. The motion carried unanimously.

NEXT MEETING

Friday, February 3, 2023, at 10:00 a.m.

ADJOURN

Ms. Hascal made a motion to adjourn at 2:42p.m and Mr. Dudley seconded the motion. The motion carried unanimously.