

KENTUCKY BOARD OF ALCOHOL & DRUG COUNSELORS  
REGULAR BOARD MEETING MINUTES – May 10, 2024

A regular meeting of the Kentucky Board of Alcohol and Drug Counselors was conducted on Friday, April 5, 2024, at 10:00 a.m. online via Zoom video communication platform and at 500 Mero Street, Frankfort, Kentucky.

MEMBERS PRESENT

Karyn Hascal, Chair  
Danielle Matlock  
Leon Heaton  
Robert Durham

DEPARTMENT OF PROFESSIONAL LICENSING

Kristen Lawson, Commissioner  
Lyndsay Sipple, Section Supervisor  
April Alsabrook, Section Supervisor  
Daniel Leffel, Board Attorney  
Lisa Traylor, Board Administrator  
Nicolette Sharp, Board Administrator

OTHERS IN ATTENDANCE

Andrew Massa  
Andy Colasanti  
Autumn Bauereiss  
Brittany Clive  
Joseph Watson  
Sedayah Welch

MEMBERS NOT PRESENT

CALL TO ORDER

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

MINUTES

- Mr. Durham made a motion to approve April 5, 2024, regular board meeting minutes. Motion was seconded by Mr. Heaton, and the motion carried unanimously.

DPL REPORT

- Commissioner Lawson introduced new section supervisor April Alsabrook.

OLD BUSINESS

- No Business.

NEW BUSINESS

- Mrs. Hascal provided an example code of ethics for the new CCS credential and advised the board that the ADC board may want to develop a code of ethics for the CCS for KY as well.
- Mr. Durham made a motion to allow Mrs. Hascal, Mrs. Matlock, and Attorney Daniel Leffel to work up a template code of ethics to present to the board. Motion was seconded by Mr. Heaton, and the motion carried unanimously.

COMPLAINTS COMMITTEE

- The Complaints committee made a motion to accept the complaints committee's recommendations as listed below.
  - MH. Recommend approaching legal counsel to seek voluntary revocation of license.
  - KW. Self-Report. Recommend legal counsel to sent letter to not proceed with complaint.
  - MA. Refer to investigation.
- Motion was seconded by Mr. Durham, and the motion carried unanimously.

#### REVIEW COMMITTEE

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

#### APPLICATION REVIEW

- Mr. Durham made a motion for closed session pursuant to KRS 61.810(1)(j)(k) for application review. Motion was seconded by Mr. Heaton, and the motion carried unanimously. The Board entered closed session at 10:14 a.m.
- Mrs. Matlock made a motion to enter open session at 11:58a.m. Motion was seconded by Mr. Durham, and the motion carried unanimously.
- Mr. Heaton made a motion to approve the credentialing applications that were submitted via mail. Motion was seconded by Mr. Duram, 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 Mrs. Matlock, and the motion carried unanimously.

#### LEGAL COUNSEL REPORT

- No report.

#### TRAVEL AND LODGING

- Mrs. Matlock made a motion to accept travel and lodging for the May 10, 2024, meeting. Motion was seconded by Mr. Heaton, and the motion carried unanimously.
- Mr. Heaton made a motion to accept travel for Mrs. Traylor and Ms. Sharp for the June 21, 2024, supervision training. Motion was seconded by Mrs. Matlock, and the motion carried unanimously.

#### NEXT MEETING

- Regular meeting, Friday, June 7, 2024 @ 10:00 a.m.

#### ADJOURN

- Mr. Durham made a motion to adjourn at 12:02 p.m. Motion was seconded by Mr. Heaton, and the motion carried unanimously.